

CONSOLIDATED MEMORANDUM OF UNDERSTANDING

2001 - 2004

**ADMINISTRATIVE SERVICES; CLERICAL;
CRAFT, LABOR & TRADES;
MANAGEMENT; PROFESSIONAL;
SUPERVISORY; AND
TECHNICAL & INSPECTION UNITS**



**COUNTY OF SAN BERNARDINO
AND
SAN BERNARDINO PUBLIC EMPLOYEES ASSOCIATION**

**MEMORANDUM OF UNDERSTANDING
2001-2004**

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**2001-2004
MEMORANDUM OF UNDERSTANDING
BETWEEN THE COUNTY OF SAN BERNARDINO AND
THE SAN BERNARDINO PUBLIC EMPLOYEES ASSOCIATION
CONCERNING THE EMPLOYEES IN THE
ADMINISTRATIVE SERVICES; CLERICAL;
CRAFT, LABOR AND TRADES; MANAGEMENT; PROFESSIONAL;
SUPERVISORY; AND TECHNICAL AND INSPECTION UNITS**

PREAMBLE

ALL UNITS

The parties to this Agreement affirm their mutual commitment to the goals of effective and efficient public service, high employee morale, sound and responsible management of County business, and amicable employer-employee relations. The parties acknowledge that productivity improvement can only be achieved as a by-product to valuing people.

The parties encourage the highest possible degree of friendly cooperative relationships between their respective representatives at all levels and with and between all employees.

RECOGNITION

ALL UNITS

Pursuant to the provisions of the Employee Relations Code of the County of San Bernardino and applicable State law, the San Bernardino Public Employees Association (SBPEA) was certified, on July 20, 1977, by the County's Employee Relations Panel as the exclusive recognized employee organization for County employees in the Clerical; Craft, Labor & Trades; Management; Professional; Supervisory; and Technical & Inspection Unit; and on March 10, 1989, for County employees in the Administrative Services Unit previously found to be appropriate by said Employee Relations Panel.

The County hereby recognizes SBPEA as the exclusive recognized employee organization for the employees in the employee classifications comprising said Units as listed in the Appendix, "Salary Adjustment," hereof, as well as employees in such classes as may be added to these Units hereafter by the County.

ACCESS TO PERSONNEL RECORDS

ALL UNITS

Personnel records are confidential and access to personnel records of the employee shall be limited to the Director of Human Resources, the appointing authority, the Board of Supervisors, or their authorized representatives. Employees currently employed by the County of San Bernardino, and/or their representatives, designated by the employee in writing, will be allowed to review the employee's personnel records during regular business hours.

Letters of reference and other matters exempted by law shall be excluded from the right of inspection by the employee.

Negative information may be purged from the personnel records maintained by either the Department or Human Resources, subject to legal constraints, at the sole discretion of Human Resources or upon the

request of the employee or the appointing authority, and upon approval of Human Resources and the employee shall be so notified.

Employees desiring to review such records shall make such request in writing at least twenty-four (24) hours in advance to their appointing authority or Human Resources as appropriate.

ACCESS TO WORK LOCATIONS

ALL UNITS

The parties recognize and agree that in order to maintain good employee relations, it is necessary for Labor Relations Representatives of SBPEA to confer with County employees during working hours.

Therefore, SBPEA Labor Relations Representatives will be granted access to work locations during regular working hours to investigate and process grievances or appeals. SBPEA Labor Relations Representatives shall be granted access upon obtaining authorization from the appointing authority or designated management representative prior to entering a work location and after advising of the general nature of the business. However, the appointing authority or designated management representative may deny access or terminate access to work locations if in their judgment, it is deemed that the visit would interfere with the efficiency, safety, or security of County operations. The appointing authority shall not unreasonably withhold timely access to work locations. The appointing authority shall ensure that there is at all times someone designated who shall have full authority to approve access. If a request is denied, the appointing authority or designated management representative shall establish a mutually agreeable time for access to the employee.

SBPEA Labor Relations Representatives granted access to work locations shall limit such visits to a reasonable period of time, taking into consideration the nature of the grievance or appeal.

The appointing authority or designated management representative may mutually establish with the SBPEA Labor Relations Representative reasonable limits as to the number of visits authorized with the same employee on the same issue, and reasonable limits as to the number of employees who may participate in a visit when several employees are affected by a specific issue. The County shall not unduly interfere with SBPEA's access right to work locations.

ACCIDENTAL DEATH AND DISMEMBERMENT

ALL UNITS

Any employee may purchase amounts of Accidental Death and Dismemberment Insurance coverage for themselves and dependents through payroll deduction according to the following schedule:

EMPLOYEE COVERAGE	DEPENDENT COVERAGE		
	SPOUSE ONLY	SPOUSE AND EACH CHILD	
\$10,000	\$5,000	\$4,000	\$500
\$25,000	\$12,500	\$10,000	\$1,250
\$50,000	\$25,000	\$20,000	\$2,500
\$100,000	\$50,000	\$40,000	\$5,000
\$150,000	\$75,000	\$60,000	\$5,000
\$200,000	\$100,000	\$80,000	\$5,000
\$250,000	\$125,000	\$100,000	\$5,000

The County agrees to provide these benefits subject to carrier requirements. Selection of the insurance provider(s) and the method of computing premiums shall be within the sole discretion of the County.

New employees shall become eligible to participate in these programs on the start of the pay period following completion of 1,040 service hours of satisfactory service.

Note: All persons eligible for the foregoing programs of insurance will be covered for the insurance on the date the insurance becomes effective, or in the case where the employee is absent on the date the insurance becomes effective because of illness, the insurance will commence on the date of return to work.

ADMINISTRATIVE LEAVE

MANAGEMENT UNIT

Effective pay period 1 of each year, an employee in a regular position will be provided with eighty (80) hours of administrative leave time for the employee's use. Employees hired after the beginning of pay period 1, shall be credited with administrative leave prorated on a monthly basis, based upon the annual rate of eighty (80) hours (i.e., 6.67 hours per month, or any portion thereof). Such administrative leave may be cashed out at the employee's then current base rate of pay in increments of one (1) hour one (1) time during the calendar year to the extent that the hours would have accrued at the rate of 6.67 hours per month minus any hours used up to that time. Any administrative leave accrual balances in effect at the end of pay period 26 of each year (or if applicable, pay period 27) will automatically be paid at the employee's then current base rate of pay. Employees may designate that cash out of administrative leave be allocated to the County's Section 457 Deferred Compensation Plan consistent with the requirements and restrictions of such Plan. Upon termination of employment or appointment to a position in another occupational unit, unused administrative leave will be paid at the current rate of pay only by the amount of hours that would have been accrued at the rate of 6.67 hours per month minus the total number of hours previously used and cashed out.

Administrative leave may be used on the same basis and under the same conditions as vacation leave.

SUPERVISORY UNIT

Effective pay period 1 of each year, an employee in a regular position will be provided with forty (40) hours of administrative leave time for the employee's use. Employees hired after the beginning of pay period 1, shall be credited with administrative leave prorated on a monthly basis, based upon the annual rate of forty (40) hours (i.e., 3.33 hours per month, or any portion thereof). Such administrative leave may be cashed out at the employee's then current base rate of pay in increments of one (1) hour one (1) time during the calendar year to the extent that the hours would have accrued at the rate of 3.33 hours per month minus any hours used up to that time. Any administrative leave accrual balances in effect at the end of pay period 26 of each year (or if applicable, pay period 27) will automatically be paid at the employee's then current base rate of pay. Employees may designate that cash out of administrative leave be allocated to the County's Section 457 Deferred Compensation Plan consistent with the requirements and restrictions of such Plan. Upon termination of employment or appointment to a position in another occupational unit, unused administrative leave will be paid at the current rate of pay only by the amount of hours that would have been accrued at the rate of 3.33 hours per month minus the total number of hours previously used and cashed out.

Administrative leave may be used on the same basis and under the same conditions as vacation leave.

ANNUAL LEAVE

SUPERVISORY UNIT

Effective pay period 1 of each year, an employee in a regular position shall be credited with forty (40) hours of annual leave for the employee's use. Employees hired after the beginning of pay period 1, shall be credited with annual leave prorated on a monthly basis, based upon the annual rate of forty (40) hours (i.e., 3.33 hours per month, or any portion thereof). Annual leave will be separate from and in addition to any vacation or holiday leave. If any annual leave remains at the end of pay period 26 (or 27, when applicable), it shall not be cumulative into the next calendar year nor shall there be any conversion to cash.

Employees who are appointed to a position in an occupational unit that does not contain an annual leave provision and who have been denied in writing the opportunity to use the leave due to work urgency shall receive in cash payment the prorated amount of annual leave from the start of pay period 1 to the date of Unit change (i.e., 3.33 hours per month) minus any annual leave hours used up until that time. Where an employee has elected to use vacation leave in lieu of annual leave, the prorated annual leave shall be reduced by the number of vacation hours utilized. In those instances where an employee returns to the unit prior to the end of the calendar year, the annual leave for the remainder of the calendar year shall be credited on a pro-rata share, i.e., 3.33 hours per month. This provision applies only to these specific circumstances and expressly excludes its application to any other set of circumstances.

Employees may only submit amended Time and Labor Reports to charge annual leave for pay periods in which another leave type was requested, approved and charged, if such amended Time and Labor Reports are submitted within two (2) pay periods of the pay period to be amended; provided, however, that annual leave may not be substituted for holiday leave.

AUTHORIZED EMPLOYEE REPRESENTATIVES

ALL UNITS

Section 1 – Authorized Employee Representatives

SBPEA may designate employees as authorized employee representatives or alternates to represent employees in the processing of grievances or during disciplinary proceedings subject to the following rules and procedures:

- (a) SBPEA may designate at least one (1) authorized employee representative in each geographic location for which the County maintains a work force. SBPEA shall be entitled to designate two (2) alternates for each authorized employee representative; provided, that these alternates shall be located at the same major geographic location as their appropriate representative.
- (b) If there is no employee representative in this Unit at the work location; representation may be provided by an employee representative from another Unit provided that rank and file employees are not represented by Supervisory or Management Unit employee representatives or vice versa.
- (c) SBPEA will designate only employees who have obtained regular status.
- (d) SBPEA shall file with the affected Group Administrator, Department Head, Department Human Resources Officer, and the Employee Relations Division Chief, a written list of all employees designated as authorized employee representatives and alternates, such list to be kept current by SBPEA.
- (e) Time spent during regularly scheduled work hours by an authorized employee representative or alternate in representing an employee shall only be compensated by the County at such representative's or alternate's base rate of pay.

- (f) County vehicles and supplies may not be used. County telephones may not be used in implementing the provisions of this Article if such use would unduly interfere with the efficiency, safety, or security of the County operations and result in telephone costs to the County.

Section 2 – Handling of Grievances and Disciplinary Proceedings

- (a) At the request of an employee, an authorized employee representative or alternate may investigate a formal grievance and represent the employee at the resulting proceedings or represent the employee during disciplinary proceedings.
- (b) Prior to participating in a grievance or disciplinary proceeding, the authorized employee representative or alternate and affected employee shall first obtain authorization from their immediate supervisor. The immediate supervisor may deny such request if it is deemed that such a request would unduly interfere with the efficiency, safety, or security of County operations. If the request is denied, the immediate supervisor will establish an alternate time convenient to the County and employees when the authorized employee representative or alternate and affected employee can reasonably expect to be released from their work assignment. A denial of permission will automatically constitute an extension of the time limits established in the grievance procedure equal to the amount of the delay.
- (c) Employees must use the authorized employee representative or alternate assigned to their geographic location and representation unit, except as otherwise provided herein.

Section 3 – Employee Representative Council

Up to eighty (80) authorized employee representatives or alternates will be permitted to attend Employee Representative Council meetings on County time; provided, however, that no such employee shall be released for more than two (2) hours per month. In January of each year of this Agreement, representatives of the San Bernardino Public Employees Association and the County will review the maximum number of attendees in this Section.

Monthly, the San Bernardino Public Employees Association shall notify the County of the employee representatives who attended the previous Employee Representative Council meeting.

BENEFIT PLAN

ALL UNITS

Section 1 – Benefit Plan Contributions

- (a) Employees in a regular position scheduled and paid for a minimum of forty-one (41) hours per pay period are eligible to receive the benefits of this Section.
- (b) The bi-weekly amount of the County provided Benefit Plan for Administrative Services, Clerical, Craft, Labor & Trades, Professional, and Technical & Inspection Units shall be one hundred thirty-three dollars and eighty-five cents (\$133.85) per pay period.
- (c) The bi-weekly amount of the County provided Benefit Plan for Management Unit employees shall be one hundred fifty dollars (\$150.00) per pay period.
- (d) The bi-weekly amount of the County provided Benefit Plan for Supervisory Unit employees shall be one hundred thirty-eight dollars and forty-seven cents (\$138.47) per pay period.
- (e) Under no circumstances will the monetary value of the Benefit Plan be prorated.
- (f) Employees who are on an approved medical leave of absence and whose paid hours in a pay period are less than forty-one (41) hours will continue to receive the benefits of this Section for up to six (6)

pay periods per episode of illness or injury. Employees who are on an approved Workers' Compensation claim shall receive the benefits of this Section for up to twenty (20) pay periods while off work due to that work injury. Employees who are integrating paid leave time with either Short Term Disability (STD) insurance provided by the County or State Disability Insurance (SDI) shall receive the benefits of this Section under the following circumstances: upon election of full integration of disability payments and paid leave time, employees who are paid less than forty-one (41) hours but have available leave balances of forty-one (41) hours or more shall receive the benefits of this Section. Employees who are on an approved leave of absence without pay under the Family Medical Leave Act of 1993 will continue to receive the Benefit Plan dollars for up to six (6) pay periods. Employees who are on a leave of absence without pay shall not be eligible to receive the monetary benefits of this Section unless on a medical leave or a Family Medical Leave Act eligible leave.

Effective July 13, 2002, the following language replaces the preceding language:

- (a) Employees in a regular position scheduled for a minimum of forty (40) hours per pay period are eligible to receive the benefits of this Section in the amounts described in (b) below. Employees must be paid for at least one-half plus one hour of their scheduled hours in order to receive the benefits of the Section. For instance, an employee scheduled to work 80 hours per pay period must be paid at least 41 hours to be eligible for the benefits of this Section.
- (b) Except as provided in Section 3 (Health and Dental Plan Coverage), the bi-weekly amount of the County provided Benefit Plan will be as follows:

Effective Date	Scheduled for 40 to 60 Hours	Scheduled for 61 to 80 Hours
July 13, 2002	\$82.50	\$165.00
July 12, 2003	\$87.50	\$175.00
July 10, 2004	\$92.50	\$190.00

- (c) Under no circumstances will the monetary value of the Benefit Plan be prorated.
- (d) Employees who are on an approved medical leave of absence and whose paid hours in a pay period are less than the required number of hours designated in (a) will continue to receive the benefits of this Section for up to six (6) pay periods per episode of illness or injury. Employees who are on an approved Worker's Compensation claim shall receive the benefits of this Section for up to twenty (20) pay periods while off work due to that work injury. Employees who are integrating paid leave time with either Short Term Disability (STD) insurance provided by the County or State Disability Insurance (SDI) shall receive the benefits of this Section under the following circumstances: upon election of full integration of disability payments and paid leave time, employees who are paid less than one-half plus one of their scheduled hours but have available leave balances of one-half plus one of their scheduled hours or more shall receive the benefits of this Article. Employees who are on an approved leave of absence without pay under the Family Medical Leave Act of 1993 will continue to receive the Benefit Plan dollars for up to six (6) pay periods. Employees who are on a leave of absence without pay shall not be eligible to receive the monetary benefits of this Section unless on a medical leave or a Family Medical Leave Act eligible leave.

Section 2 – Section 125 Premium Conversion Plan

ALL UNITS

- (a) Eligible employees shall be provided with a Section 125 Premium Conversion Plan. The purpose of the Plan is to provide employees a choice between paying premiums with either pre-tax salary reductions or after-tax payroll deductions for health insurance, dental insurance, voluntary life (to the IRS specified limit) and accidental death and dismemberment insurance premiums currently maintained for Unit

employees or any other program(s) mutually agreed upon by the parties. The amount of the pre-tax salary reduction or after-tax payroll deduction must be equal to the required insurance premium.

- (b) Benefit Plan elections shall not reduce earnable compensation for purposes of calculating benefits or contributions for the San Bernardino County Employees' Retirement Association.
- (c) To be eligible for this benefit, an employee must be in a regular position and be regularly scheduled to work at least forty-one (41) hours in a pay period or be on an approved leave pursuant to the Family Medical Leave Act. Effective July 13, 2002, an employee must be in a regular position and be regularly scheduled to work at least forty (40) hours in a pay period or be on an approved leave pursuant to the Family Medical Leave Act.
- (d) Election of pre-tax and after-tax payroll deductions shall be made within thirty (30) days of the initial eligibility period in a manner and on such forms designated by the Human Resources Employee Benefits and Services Division Chief. Failure to timely submit appropriate paperwork will result in after-tax deductions for all eligible premiums for the remainder of the Plan year.
- (e) Once a salary reduction has begun, in no event will changes in elections be permitted during the Plan year except to the extent permitted under Internal Revenue Service rulings and regulations and with the County's Plan Document. Examples of mid-year qualifying events include: marriage, divorce, birth, adoption, death, over age dependent, loss of student status, your or your spouse's reduction in work hours, loss of spouse's employment, gain or loss of spouse's insurance, relocation outside an HMO network service area, entitlement to Medicare for you or your dependent, significant increase in County insurance cost during the Plan year, loss of Medi-Cal or Medicaid coverage and spouse's or dependent's open enrollment. The employee must submit request for a change due to a mid-year qualifying event within thirty (30) days of the qualifying event. Changes will be authorized by the Human Resources Employee Benefits and Services Division Chief, or his/her designee, as long as the change is made on account of or consistent with an employee's change in status.

Section 3 – Health and Dental Plan Coverage

ALL UNITS

- (a) All eligible employees scheduled to work forty one (41) hours or more per pay period in a regular position must enroll in a health and dental plan offered by the County. Employees who fail to elect health plan coverage will be automatically enrolled in the health and dental plan with the lowest bi-weekly premium rates available in the geographical location of the employee's primary residence. Effective July 13, 2002, all eligible employees scheduled to work forty (40) hours or more per pay period in a regular position must enroll in a health and dental plan offered by the County.
- (b) To be eligible for County health and dental plan coverage, an employee must be in a regular position and have received pay for at least forty one (41) hours in a pay period or be on an approved leave pursuant to the Family Medical Leave Act. Effective July 13, 2002, to be eligible for County health and dental plan coverage, an employee must be in a regular position scheduled for a minimum of forty (40) hours and have received pay for at least one half plus one hour of scheduled hours or be on approved leave pursuant to the Family Medical Leave Act.
- (c) Enrollment elections must remain in effect for the remainder of the Plan year unless an employee becomes ineligible for an HMO network service area.
- (d) Eligible employees may elect to enroll their dependents upon initial eligibility for health and dental insurance. Thereafter, newly eligible dependents may be enrolled within thirty (30) days of obtaining dependent status, such as birth, adoption or marriage.
- (e) Notification of a mid-year qualifying event must be submitted to the Human Resources Employee Benefits and Services Division in accordance with procedures adopted by the County. Employees are

responsible for notifying the County within thirty (30) days of dependent's change in eligibility for the County plans.

- (f) Dependent(s) must be removed mid-Plan year when a dependent(s) becomes ineligible for coverage under the insurance plan eligibility rules, for example divorce, over age dependent or gain of coverage on spouse's employer provided insurance.
- (g) Premiums for coverage will be automatically deducted from the employee's pay warrant. Failure to pay premiums will result in loss of coverage for the employee and/or the dependents.
- (h) Employees eligible for health plan coverage who are also enrolled in comparable group health plan sponsored by another employer may elect to discontinue enrollment in their County-sponsored health plan (Opt-Out).
 - (1) Employees who elect to Opt-Out of County sponsored health plan coverage will forfeit the bi-weekly Benefit Plan amounts specified in paragraphs (b) of Section 1 of this Article and will instead receive the following bi-weekly Benefit Plan amounts:
 - (i) Administrative Services, Clerical, Craft, Labor & Trades, Professional, and Technical & Inspection Units scheduled for 61 to 80 hours per pay period shall receive one hundred thirty-three dollars and eighty-five cents (\$133.85) per pay period; employees scheduled for 40 to 60 hours shall receive sixty-six dollars and ninety-three cents (\$66.93) per pay period.
 - (ii) Management Unit employees scheduled 61 to 80 hours per pay period shall receive one hundred fifty dollars (\$150.00) per pay period; employees scheduled 40 to 61 hours shall receive seventy-five dollars (\$75.00) per pay period.
 - (iii) Supervisory Unit employees scheduled 61 to 80 hours per pay period shall receive one hundred thirty-eight dollars and forty-seven cents (\$138.47) per pay period; employees scheduled 40 to 61 hours shall receive sixty-nine dollars and twenty-four cents (\$69.24) per pay period.
 - (iv) To receive this Benefit Plan amount, the employee must be paid for a minimum of one-half plus one of their scheduled hours. For instance, an employee scheduled to work 80 hours must be paid for a minimum of forty-one (41) hours.
- (i) Employees eligible for dental plan coverage who are also enrolled in a comparable group dental plan sponsored by another employer may elect to discontinue enrollment in their County-sponsored dental plan.
- (j) The rules and procedures for electing to Opt-Out of County-sponsored health and dental plan coverage are established and administered by the Human Resources Employee Benefits and Services Division.
 - (1) Employees may elect to Opt-Out of County health and/or dental plan(s) within thirty (30) calendar days of becoming eligible for another employer-sponsored group plan. Verification of coverage is not initially necessary as it will be required during the next annual open enrollment period.
 - (2) Employees may elect to Opt-Out of County health and/or dental plan(s) during an annual open enrollment period. All employees electing Opt-Out during an annual open enrollment period, for reasons other than initial gain of another employer-sponsored group plan, must provide verification of other group plan coverage.
 - (3) After initial Opt-Out, employees must re-elect the Opt-Out benefit and provide verification of continued coverage each year during subsequent open enrollment periods.

- (4) An employee who elects Opt-Out for dental plan coverage may not re-enroll in a County-sponsored dental plan for a minimum of two (2) years unless the employee involuntarily loses coverage from the other employer-sponsored group dental plan. Employees who elect to enroll in County dental coverage, for reasons other than involuntary loss of another group sponsored dental plan coverage, may enroll during the open enrollment following completion of the two (2) year dental Opt-Out restriction. NOTE: a voluntary loss of other group dental insurance may result in a break in dental coverage until the two (2) year mandatory Opt-Out period is complete.
- (5) Employees who voluntarily or involuntarily lose their other group health plan coverage must enroll in a County-sponsored health plan within thirty (30) calendar days. Enrollment in the County-sponsored plan will be provided in accordance with the requirements of the applicable plan. If the employee elects not to enroll their eligible dependents, the dependents may only be added at a subsequent annual open enrollment period.
- (6) There must be no break in the employee's health plan coverage between the termination date of the other employer group coverage and enrollment in a County health plan. Terms and conditions of the applicable plan will determine the required retroactive enrollment period and premiums required to implement coverage. Failure to notify the County of loss of group coverage within thirty (30) calendar days will require the employee to pay their insurance premiums retroactively on an after-tax basis.
- (k) An eligible employee whose spouse is also an eligible County employee may elect coverage as a dependent on their spouse's or, if the employee is age eighteen (18) or younger, on their parent's County health and/or dental insurance plan in lieu of individual employee coverage. This is called a "waiver" to their County spouse's or parent's County insurance coverage. Such election must be made within 30 calendar days of the employee's, County parent's or the County spouse's eligibility for County health and dental insurance. During the Plan year, an employee is responsible for notifying the County within thirty (30) days of ineligibility for the waiver, for example the dependent child turns nineteen (19) or the spouse leaves County employment. Changes will become effective on the first day of the pay period following the receipt and approval of all appropriate documentation. Loss of the spouse or parent's County plan coverage will require the employee to immediately enroll in the County's health and dental plans. Waivers may be changed during any subsequent annual health and dental open enrollment period.
- (l) The County will establish a Dental Subsidy Fund (Fund) in the amount of \$1,250,000. Effective pay period 16/01, employees who are participating in the lowest-cost dental plan (eligible, enrolled and paying premiums) will receive a premium subsidy of \$3.34 per pay period. The premium subsidy will continue until the Fund and any interest earned have been exhausted.
- (m) For employees assigned to work in the Needles, Trona, Baker, and Ridgecrest work locations, the County will establish a "Needles Subsidy." The Needles Subsidy will be paid by the employee's Department and will be equal to the amount of the premium difference between the indemnity health plan offered in these specific work locations and the lowest cost health plan provided by the County. This Subsidy will be established each year when premiums change for the County-sponsored health plans. The Subsidy will be discontinued when the lowest cost health plan becomes available to the employees.

BILINGUAL COMPENSATION

ALL UNITS – EXCEPT MANAGEMENT

- (a) Employees who, with the approval of their appointing authority, are required to perform bilingual translation before an officially convened court, appeals board, commission, or hearing body, in addition to their regular duties, shall be entitled to a bilingual per diem differential. Such differential shall apply regardless of the total time required per day for such translation. Such differential shall be twelve

dollars (\$12.00) per day and shall only be paid upon certification by the employee's appointing authority or presiding official that such translation was performed.

- (b) Employees in positions designated by the appointing authority which require employees as a condition of employment to perform bilingual translation involving the use of English and a second language (including American Sign Language) as a part of their regular duties, shall be entitled to bilingual compensation. Such compensation shall apply regardless of the total time required per day for such translation. Employees in such positions must be certified as competent in translation skills by Human Resources to be eligible for compensation. There are three (3) levels of competency certification solely determined and administered by Human Resources: Level 1 - verbal skill level: the use of English and a second language in verbal contexts which may require interpretation of simple documents in the second language; Level 2 - written skill level: reading, writing and speaking English and a second language; and Level 3 - technical skill level: reading, writing and speaking English and a second language using medical or legal terminology. Compensation per pay period shall be effective as follows: verbal skill level at forty dollars (\$40.00) per pay period, written skill level at forty-five dollars (\$45.00) per pay period, and technical skill level at fifty dollars (\$50.00) per pay period. Effective January 12, 2002, compensation per pay period shall be effective as follows: verbal skill level at forty-five dollars (\$45.00) per pay period, written skill level at fifty dollars (\$50.00) per pay period, and technical skill level at fifty-five dollars (\$55.00) per pay period. Effective December 27, 2003, compensation per pay period shall be effective as follows: verbal skill level at fifty dollars (\$50.00) per pay period, written skill level at fifty-five dollars (\$55.00) per pay period, and technical skill level at sixty dollars (\$60.00) per pay period.

MANAGEMENT UNIT ONLY

Upon the approval of the Director of Human Resources or designee, employees in the Human Services System Departments (Department of Behavioral Health and Transitional Assistance Department ONLY) required by the appointing authority or designee to perform bilingual translation involving the use of English and a second language (including American Sign Language) as a condition of employment, shall be eligible for bilingual compensation in the amount of forty-five dollars (\$45.00) per pay period. Such compensation shall apply regardless of the total time required per day for such translation. Such employees must be certified as competent in translation skills by Human Resources to be eligible for compensation.

C-IV PROJECT LONG-TERM ASSIGNMENT ALLOWANCE

ALL UNITS

Section 1 – General Provisions

Effective pay period 09/2001, employees in regular, full-time positions assigned to the Consortium IV (C-IV) Statewide Automated Welfare System (SAWS) Project Team and required to work at the Project Site in the Sacramento, California area, for a period of more than one (1) year (e.g., more than twelve (12) consecutive months) shall receive a bi-weekly allowance of \$1,445.00. Said allowance shall be paid in lieu of any reimbursement of travel-related expenses otherwise provided by this Agreement, except as indicated below.

The Long-Term Travel Assignment Allowance shall be applied to employees' travel/living expenses while assigned to the Sacramento area. Said expenses include, but are not limited to, lodging (including basic utilities and phone service), meals, ground transportation and parking, and moving/relocation.

The allowance shall be considered taxable, earnable compensation and shall be considered part of the employee's regular rate of pay for purposes of calculating overtime, if applicable.

Section 2 – Administration

The allowance shall be paid in advance, as follows: the first two (2) pay periods' allowance shall be paid in a lump sum of \$2,890.00 upon commencement of participation in the Long-Term Assignment Allowance Program. Subsequent allowances shall be paid each pay period in the amount of \$1,445.00. The final allowance shall be paid two (2) pay periods prior to the employees last pay period assigned to the C-IV Project Site in the Sacramento area.

EXAMPLES:

Employee A is traveling to the C-IV Project Site each week and will begin receiving Long-Term Assignment Allowance for pay period 09/2001. Employee will receive allowance for pay periods 09/2001 & 10/2001 in a separate check during pay period 08/2001. Employee will receive allowance for pay period 11/2001 in regular pay for pay period 09/2001, and payment for pay period 12/2001 in regular pay for pay period 10/2001, and so on. Employee A is to leave assignment at Project Site in pay period 19/2004. The last allowance payment will occur in pay period 17/2004.

Employee B is to begin assignment at the Project Site in pay period 15/2001. Employee receives allowance for pay periods 15/2001 & 16/2001 during pay period 14/2001. Employee will receive allowance for pay period 17/2001 with regular pay for pay period 15/2001, and so on. Employee B is to leave assignment at Project Site in pay period 19/2004. The last allowance payment will occur in pay period 17/2004.

If the employee leaves the C-IV Project Team or the employee's assignment location changes prior to spending more than twelve (12) consecutive months at the Project Site, the County will discontinue the long-term travel allowance as soon as administratively possible, and initiate payroll adjustments to collect any overpayment that might have occurred. Upon separation from County service, any overpayment that might have occurred may be deducted from the employee's final pay.

Section 3 – Responsibilities

Employee will be fully responsible for their own living arrangements while assigned to the Project Site including, but not limited to, making all necessary provisions for their individual living arrangements and providing required rental/security deposits. Under no circumstances will the County assume liability for any losses resulting from employees' project location residence, including, but not limited to, rental/security deposits, theft, etc.

Section 4 – Other Travel

Employees assigned full-time to the C-IV Project at the Project Site required to travel to another location(s) shall be reimbursed in accordance with the Expense Reimbursement Article and County policies.

Employees will be provided tickets for air travel for up to two (2) non-business related trips to San Bernardino per month. Said non-business related air travel is considered to be a benefit and as such will be taxable in accordance with the Internal Revenue Code.

Section 5 – Expiration of Obligations

The provisions of the C-IV Project Long Term Assignment Allowance will cease upon full implementation of the C-IV Project.

CLASSIFICATION

ALL UNITS

Section 1 – Purpose

Classification review is a management tool to ensure the accurate reflection of tasks and duties involved in each County position for the purpose of recruitment, compensation, and organizational structuring. The County shall notify SBPEA in writing of all classification and salary changes to classifications allocated to this Unit within two (2) working days after such changes have been approved by the Board of Supervisors. Whenever positions are subject to any change as a result of a classification review, such change will be determined by the County, subject to the classification appeal procedure. New and revised classification specifications shall be furnished to SBPEA in a timely manner.

Section 2 – Implementation of Classification Study Results

(a) Upgradings

An upgrading is the reclassification of a position from one classification to another classification having a higher base salary range. Whenever an incumbent employee is upgraded as a result of such reclassification, pursuant to the Personnel Rules, such employee's step placement in the new salary range shall be governed by the Article on "Promotions."

(b) Downgradings

A downgrading is the reclassification of a position from one classification to another classification having a lower base salary range. When a position is downgraded, the incumbent employee may continue at the same salary rate payment where the salary rate is within the new base salary range. Where an incumbent receives a salary rate payment greater than the maximum of the new base salary range, the Director of Human Resources may authorize continuation of the same salary rate payment to the incumbent employee that the employee received prior to the downgrading of the position by placing the employee on an "X" step, provided that the employee shall receive no future salary rate increases until the salary range maximum of the new classification exceeds the "X" step. In accordance with San Bernardino County Personnel Rule III, Section 6(b), upon request, an employee with regular status occupying a position which has been downgraded shall be placed on an eligibility list for any classification equivalent to his/her former classification for a period of two (2) years. Equivalent classification is hereby defined as one requiring all of the following: (1) the same kind and amount of experience; (2) the same degree of skills, knowledge, and abilities; and (3) a salary level no higher than the employee's former classification.

(c) Salary Rate Adjustment

A salary rate (equity) adjustment is a change in the salary range assignment of an existing classification as a result of a classification/compensation study. Step placement for incumbent employees whose classification is assigned to a higher base salary range shall be determined as follows:

- (1) If the employee's original base rate of pay is less than Step 1 of the newly designated pay range, the employee shall be placed on Step 1 of the new range. The employee shall be eligible to advance to the next step upon completion of 2,080 service hours at the new range and step, in accordance with the requirements of the Merit Advancements Article. Subsequent step advances shall be administered in accordance with the Salary Rates and Step Advancements and Merit Advancements Articles of this Agreement.
- (2) If the employee's original base rate of pay falls within the newly designated pay range, the employee shall be placed upon the step in the new range that is equivalent to his/her current rate of pay. The employee shall be eligible to advance to the next step upon receiving a satisfactory

rating on the employee's next annual performance evaluation, in accordance with the requirements of the Merit Advancements Article. Subsequent step advances shall be administered in accordance with the Salary Rates and Step Advancements and Merit Advancements Articles of this Agreement.

Section 3 – Classification Appeals

In accordance with Personnel Rule III, Section 5, appeals of recommended allocations may be filed by incumbents in positions included in a classification study or by their representative. The burden of proof on any classification appeal rests with the appellant to establish why the recommended allocation is not appropriate. The content of and decision on classification appeals shall be restricted to consideration of the recommended and the requested classification. All classification appeals shall be limited to a discussion of duties and responsibilities performed at the time the position was studied.

Classification appeals are heard by a mediator with classification expertise. The decision of the mediator shall be advisory. If the decision of the mediator has an economic impact, the decision of the mediator shall be in the form of a recommendation to the Board of Supervisors for final action. The mediator shall follow the appeal procedure established by the County and SBPEA, and provide written justification to the aforementioned parties on classification appeal recommendations. An employee/appellant not represented by SBPEA shall be obligated to pay half the total cost for the mediator. Any decisions awarded in those cases where SBPEA does not represent the appellant shall be limited to that singular case and the decision may not be cited as precedent by the County, SBPEA or any other appellant representative in subsequent proceedings.

Step 1 – At the conclusion of the classification study, Human Resources will make a written recommendation to the appointing authority, unless the mediator's recommendation would have an economic impact. In such cases, the Board of Supervisors would take final action.

Step 2 – The appointing authority will notify position incumbent(s) of study results and the timeframes for filing an appeal.

Step 3

- (a) Employees may file a classification appeal individually or in groups provided that all positions represented were allocated to the same class and appealed to the same class. The appeal form should thoroughly explain why the incumbent believes that the allocation is not appropriate and why the requested class is more appropriate. Appeals must be based on the duties performed at the time the position was studied. Changes subsequent to the study will be considered under Personnel Rule III, Section 4(c) upon withdrawal of the appeal.
- (b) An appeal to a non-existent class must clearly show that no existing classification describes the duties and functional responsibilities of the position.
- (c) Disagreements on title of a class, or on the format and wording of class specifications, are not bases for an appeal. Requests for revisions will be presented in writing to Human Resources for review.
- (d) Revisions to a class specification may be appealed to the mediator in cases where it is alleged that a class specification was so significantly revised as to change the grade determinants of a class.
- (e) Disagreements on salary matters for new classifications are excluded from this procedure and will be considered in the context of the meet and confer process. The salary of a classification for which a technical title change has been approved by the Board of Supervisors is not appealable. No salary action can be taken on an existing classification to the meet and confer process that would have the

effect of reopening this Agreement. Salaries for new classes will be set by management, unless changes are made by an appeal and recommended by the meet and confer process.

- (f) Disagreements on representation unit designations are excluded from this procedure.

Step 4 – The position incumbent completes the Classification Appeal form and files it within 15 working days of Board of Supervisors' approval; or within 15 working days from the appointing authority's notification to the employee.

Step 5

- (a) The appeal will be reviewed by Human Resources for changes in job duties or other substantial changes to the position description on which the allocation was based.
- (b) Human Resources staff will respond in writing to the Appeal within 15 working days. Copies of the response will be sent to all involved parties.

Step 6 – A mandatory prehearing conference will be scheduled within a 20 workday period from the date of Human Resources' response. Appellants, exclusive employee organization staff representatives, and Human Resources staff will meet and attempt to reach a settlement. At the request of parties involved, additional personnel may attend to offer clarification of job duties performed by the appellant(s). If no resolution is reached at this conference, the appellant(s) and Human Resources will stipulate the issue(s) in dispute.

Step 7 – Following the prehearing conference, Human Resources staff and the appellant/appellant's representative will consider the information exchanged. Human Resources may revise its allocation recommendation, and appellant(s) may withdraw appeals.

Step 8 – Any additional supporting documentation must be filed with the mediator by both appellant(s) and Human Resources staff 15 workdays subsequent to the prehearing conference. Lists of witnesses and all written materials/exhibits that are to be discussed at the hearing must be included in this final brief. All parties will receive copies of these briefs.

Step 9 – All of the aforementioned timeframes may be lengthened or shortened upon the joint concurrence of Human Resources and the employee organization involved.

Step 10 – Appeals which have not been resolved through the preceding steps will be forwarded to the mediator.

Step 11 – Appeals presentations will be limited to the incumbent employees or spokespersons elected from the group of appellants, exclusive recognized employee organization staff representatives, and members of Human Resources staff. Witnesses may be heard for the purpose of clarifying technical aspects of job duties.

- (a) Prior to the appeal hearing, the mediator will have reviewed copies of the appeal documentation submitted by both parties.
- (b) Appellants will present arguments first. The burden of proof is with the appellant why the recommended classification allocation is not an appropriate recommendation. Twenty (20) minutes will be allowed for presentation. Time not taken for presentation will be forfeited. Arguments should be centered around why the classification allocation was not appropriate and what classification would be the most appropriate.

- (c) Human Resources staff will present arguments. Twenty (20) minutes will be allowed for presentation of this argument. Time not taken will be forfeited.
- (d) The mediator will have twenty (20) minutes for questions.

Step 12

- (a) Decisions of the mediator will be limited to the class recommended by Human Resources or the class requested by the appellant on the Classification Appeal Form.
- (b) A written decision shall be given within 30 days of the hearing, indicating the basis for the decision.

Step 13 – Following the appeal hearing, the mediator shall forward the written recommendations to Human Resources and the San Bernardino Public Employees' Association. Both parties will be allowed a two (2) week review period prior to submission of the decision to the Board of Supervisors.

Step 14 – Parties will agree to support the recommendations of the mediator unless there is a failure to act in good faith in implementing the spirit and intent of these procedures.

Step 15 – This procedure shall remain in effect until it is changed through the meet and confer process. Requests for changes to the procedure may be presented at any time.

COUNTY IDENTIFICATION CARDS

ALL UNITS

The County will provide identification cards to all employees in regular positions. Such cards will include the employee's name, employee number, department and may list any physical limitations or medical restrictions related to job performance. Employees shall carry such cards at all times while engaged in County business and in connection with such business shall produce cards for inspection to any County official. Employees shall surrender such cards upon termination from County employment.

COUNTY MANAGEMENT RIGHTS

ALL UNITS

All management rights and functions shall remain vested exclusively with the County except those which are clearly and expressly limited in this Agreement. It is recognized merely by way of illustration that such management rights and functions include but are not limited to:

- (a) The right to determine the mission and organizational structure of each of its agencies, departments, institutions, boards, and commissions.
- (b) The right of full and exclusive control of the management of the County; supervision of all operations; determination of the methods and means of performing any and all work; and composition, assignment, direction, location, and determination of the size and mission of the work force.
- (c) The right to determine the work to be done by the employees, including establishment of levels of service and staffing patterns.
- (d) The right to change or introduce new or improved operations, methods, means or facilities; to reorganize operations, modify or discontinue programs and services; or, to contract for work to be done; provided, however, that the parties shall meet and discuss the impacts of any contract proposed to be awarded which would contract for services currently being provided by Unit employees.

- (e) The right to prescribe qualifications for employment and determine whether they are met; to hire, set and enforce performance standards, and promote employees; to establish, revise and enforce work rules; to schedule work time and time off; to require overtime and determine the necessity for overtime; to transfer, reassign, and lay off employees; to suspend, reduce in step, demote, discharge or otherwise discipline employees for cause; and to otherwise maintain orderly, effective, and efficient operations.

This Article neither establishes nor grants any rights or benefits to the Association or employees covered by this Agreement and the County shall be free to exercise its rights under this provision without challenge from the Association or employees except where it can be demonstrated that such exercise is contrary to a specific limitation placed upon the County in another Article of this Agreement.

DEFINITIONS

ALL UNITS

Listed below are definitions of terms commonly used in this Agreement.

Appointing Authority – Refers to the department head of the employee's department. It includes any person who is designated as acting department head, employees acting for the department head during absence, and/or employees delegated all authority to act on behalf of the appointing authority on a regular basis.

Director of Human Resources – Refers to the incumbent in the Director of Human Resources' position. It also includes any person who has been designated as acting Director of Human Resources, employees acting for the Director during absence, and/or employees delegated authority approval on a regular basis by the Director of Human Resources.

Service Hours – Refers to paid hours during an employee's regular tour of duty, up to 80 hours per pay period. Time without pay and overtime hours do not count as service hours.

Working Days – Refers to the days that the County is normally open to conduct business, i.e., Monday through Friday, excluding County holidays.

DEMOTIONS

ALL UNITS

A demotion is the appointment of an employee from an incumbent position to a position in a different classification for which the maximum rate of pay is lower.

A promoted employee who returns to his/her former classification during the probationary period shall be placed on the same step within the base salary range for the former classification that the employee was on at time of promotion. No credit shall be granted for time spent at the promoted level for next step advance due date.

A probationary employee who voluntarily demotes to a different classification from which the employee was promoted shall be retained at the same salary rate, provided that the salary rate does not exceed the top step of the lower classification. If the salary rate is higher than the top step of the lower classification, the employee shall be placed at the top step of the base salary range of the lower classification.

An employee with regular status who voluntarily demotes to a lower classification shall be retained at the same salary rate, provided that the salary rate does not exceed the top step of the lower classification. If the salary rate is higher than the top step of the lower classification, the employee shall be placed at the top step of the base salary range of the lower classification.

An employee who demotes to a trainee classification for which the journey level position is higher than the classification he/she demoted from, shall retain the same salary rate. Such an employee will be placed on the "X" step if necessary, and the employee shall receive no future salary rate increases until the salary rate of the position held exceeds the "X" step.

An employee whose position is downgraded as a result of a classification study, may be placed on the "X" step in accordance with the provisions of the Article on "Classification, Section 2(b)" with the approval of the appointing authority and the Director of Human Resources.

An employee demoted for disciplinary reasons shall be placed on the step within the base salary range of the class to which demoted as provided in the Order of Demotion.

If the employee held prior regular status in the demoted to classification, the employee shall resume said status. If the employee did not have prior regular status in the classification, the employee shall be required to serve a probationary period, unless waived by the Director of Human Resources.

DEPENDENT CARE ASSISTANCE PLAN

ALL UNITS

The purpose of this Section 125 Dependent Care Assistance Plan (DCAP) is to permit eligible employees to make an election to pay for certain dependent care expenses with salary reduction from compensation contributed to the Plan before federal income or social security taxes are paid to the Internal Revenue Service ("Salary Reduction") in accordance with Sections 125 and 129 of the Internal Revenue Code of 1986 and regulations issued pursuant thereto. DCAP shall be construed to comply with said Code Sections and to meet the requirements of any other applicable provisions of law. DCAP exclusions from gross income do not affect compensation for retirement purposes.

DCAP will be administered by the County's Human Resources Department, Human Resources Division Chief, Employee Benefits & Services consistent with said Sections.

- (a) To be eligible for this benefit, an employee must be in a regular position and be scheduled and paid for a minimum of forty-one (41) hours pay per pay period or be on an approved leave designated as Family Medical Leave Act. Effective July 13, 2002, to be eligible for this benefit, an employee must be in a regular position and be scheduled for a minimum of forty (40) hours per pay period and be paid for a minimum of one half plus one of the scheduled hours, or be on an approved leave designated as Family Medical Leave Act.
- (b) Enrollment in the Plan is limited to the annual open enrollment period or within thirty (30) calendar days of entry into an eligible position. Failure to submit participation agreement within the time frame shall result in an election to not participate in the Plan.
- (c) Enrollment is required every Plan year.
- (d) An employee must elect to contribute to DCAP through salary reduction on forms approved by the Human Resources, Employee Benefits & Services Division Chief. An employee election to participate shall be irrevocable for the remainder of the Plan year. Once a salary reduction has begun, in no event will changes in elections be permitted during the Plan year except to the extent permitted under Internal Revenue Service rulings and regulations and with the County's Plan Document. Examples of mid-year "Change in Status" events include: marriage, divorce, birth, adoption, death, over age dependent, loss of student status, your or your spouse's reduction in work hours, loss of spouse's employment, significant increase or decrease in the cost of child care, and spouse's or dependent's enrollment in a similar plan. The employee must submit a request for a change due to a mid-year Change in Status event within thirty (30) days of the qualifying event. The

Human Resources Employee Benefits and Services Division Chief, or his/her designee, will authorize changes as long as the change is made on account of or consistent with an employee's Change in Status Event.

DIFFERENTIALS

Section 1 – Charge Nurse Assignment

PROFESSIONAL UNIT

Registered Nurses assigned the responsibility as the charge nurse of a nursing station for a scheduled shift at the Arrowhead Regional Medical Center shall be entitled to one dollar (\$1.00) per hour differential for hours worked in this capacity. The assignment of charge nurse responsibility is to be rotated in an equal manner for all registered nurses with the provision that such assignment may be declined in writing. However, a staffing situation on a particular unit and/or shift may make it necessary for the nurse manager to assign a person to be in charge who has declined in writing to do so. Further, the one dollar (\$1.00) per hour charge nurse differential is in addition to any other differential to which the employee might be entitled.

Section 2 – After Hours Hotline Supervisor

PROFESSIONAL AND SUPERVISORY UNITS

Social Service Practitioners and Supervising Social Service Practitioners in the Department of Children's Services and Department of Aging and Adult Services who are designated by their appointing authority to take telephone calls regarding child or elder/dependent adult endangerment issues, assess risk to a child or elder/dependent adult, contact staff and assign them case responsibility, assist staff in locating placements as needed, and otherwise provide support to on-call staff, while working beyond the regular hours of the Child Abuse Hotline shall be paid \$11.50 for each hour of assigned duty. The number of employees scheduled for assignment or the removal of employees from the hotline differential is at the discretion of the appointing authority and is not subject to review through the Grievance Procedure. Regularly scheduled Social Workers shall not average more than fifty-four (54) hours of hotline duty per pay period during each fiscal year.

Section 3 – Inpatient Assignment Compensation

PROFESSIONAL AND SUPERVISORY UNITS

Employees in the following classifications with a continuous, full-time assignment for work in the Behavioral Health Inpatient Unit of Arrowhead Regional Medical Center shall receive inpatient assignment compensation:

Professional Unit

Clinical Therapist I, II, Prelicensed
Mental Health Clinicians I - IV (MC)
Occupational Therapists I, II, Pre-Registered
Psychiatrist

Supervisory Unit

Mental Health Clinic Supervisor

The appointing authority shall designate those positions eligible to receive inpatient assignment compensation of eighty dollars (\$80.00) per pay period.

Section 4 – Keystroke Differential

CLERICAL UNIT

The following rates of pay have been established as an incentive differential for employees who are on regular status and have worked a minimum of three hundred (300) hours of data entry work within a quarter.

The keystroke standards are subject to reevaluation and change if a significant data entry procedural change is made, or new equipment or technology is introduced into data entry operations. Otherwise, the standards shall be reevaluated annually to determine stroke-rate incentive adjustments.

Data Entry Standards for personal computer based equipment:

P.C. Based Salary Incentive	Auditor- Controller Keystroke/Hour	Information Services Center Keystroke/Hour		Recorder Keystroke/Hour
2-1/2%	7,300 - 7,899	6,720 - 7,560	(3)	5,700 - 6,183
5%	7,900 - 8,599	7,561 - 8,190	(1)	6,184 - 6,784
7-1/2%	8,600 - 9,399	8,191 - 8,820	(2)	6,785 - 7,687
10%	9,400 - 10,099	8,821 - 9,450	(2)	7,688 - 8,338
12-1/2%	10,100 - 10,699	9,451 - 10,080	(1)	8,339 - 9,099
15%	10,700 - over	10,081 - over	(1)	9,100 - over

Minimum keystrokes/hour to attain regular status:

Auditor/Controller – 7,000

Information Services – 5,880

Recorder – 4,667

Error rate for all offices and work for attaining regular status and qualification for incentive pay is three percent (3%) maximum. The incentive differentials are awarded for a three (3) month period, based upon previously accumulated data with a redetermination made every three (3) months thereafter. A two-range salary increase shall be paid for the Data Entry Operators II who are supervising Data Entry Operators receiving incentive pay. Employees who are receiving a two-range differential for supervising employees receiving incentive shall, when promoted within the Data Entry classification series, be placed on the salary range of their new classification at the pay step which allows for a five percent (5%) salary increase over the salary including differential they had been receiving in their previous classification; provided, however, that no employee shall receive compensation beyond step 11 of the class to which promoted. Employees promoted from Data Entry Operator I shall be placed on the salary range of their new classification at the pay step required in order to have a five percent (5%) salary increase over the salary including any incentive they had been receiving in their previous classification; provided, however, that no employee shall receive compensation beyond step 11 of the class to which promoted, but shall be eligible to receive the supervisory differential pursuant to this Section.

For Information Services: The County shall gather the annual keystroke operator performance. This data shall be used to develop keystroke incentive rates resulting in the same distribution identified above.

SUPERVISORY UNIT

Data Entry Supervisors who are supervising Data Entry Operators receiving Keystroke Differential shall be paid a two (2) range salary differential. Employees who are receiving a two-range differential for supervising employees receiving Keystroke Differential shall, upon promotion to Data Entry Supervisor, be placed on the base salary range of the Data Entry Supervisor classification at the step which allows for a five percent (5%) salary increase over their salary including differential they had been receiving in their previous classification;

provided, however, that no employee shall receive compensation beyond step 11 of the class to which promoted.

Section 5 – Laboratory Technologist Night Standby Duty Pay

PROFESSIONAL AND SUPERVISORY UNITS

The following rates of pay and working conditions have been established for the Laboratory Technologists and Supervising Laboratory Technologists on night standby duty.

- (a) The hours included on night standby duty shall be from 11:30 p.m. to 7:30 a.m. seven (7) days each week.
- (b) The first Laboratory Technologist must be in residence at the Arrowhead Regional Medical Center, in a room assigned to the Laboratory, during the hours of standby duty. This Laboratory Technologist shall be paid ten dollars (\$10.00) per call.
- (c) A second Laboratory Technologist may be designated for night standby duty at the Technologist's normal place of residence. This second Laboratory Technologist shall be paid sixteen dollars (\$16.00) for standby duty if not called. If called, this Laboratory Technologist shall be paid thirty-two dollars (\$32.00) which shall include the first call and ten dollars (\$10.00) for each subsequent call.
- (d) The provisions for night standby duty pay shall not apply to any Laboratory Technologist assigned to work the 11:30 p.m. to 7:30 a.m. shift.
- (e) Classifications eligible for this provision shall include: Laboratory Technologist I, Laboratory Technologist II, Laboratory Technologist III, Laboratory Technologist School Coordinator, and Supervising Laboratory Technologist.

Section 6 – Shift Differentials

ALL – EXCEPT MANAGEMENT

- (a) Purpose – It is the purpose of this provision to compensate employees, who are required to actually work evening or night shift tours of duty, over and above the established base rates of pay.
- (b) Eligible Personnel – Employees assigned to a continuous or regularly recurring evening or night shift tour of duty shall be eligible for shift differential compensation. Further, employees who provide relief work for other employees assigned to continuous or regularly recurring evening or night shift tours of duty may receive shift differential compensation with prior approval of the appointing authority.
- (c) Special Provisions
 - (1) Shift differential compensation shall not be included in the base rate of pay when computing overtime, or call-back pay. Such differential will be included in computing overtime for employees who are not exempt under the Fair Labor Standards Act (i.e., ADMINISTRATIVE SERVICES, CLERICAL, TECHNICAL & INSPECTION, and CRAFT, LABOR & TRADES Units). Employees who are assigned to a continuous evening or night shift tour of duty shall receive such differential in addition to base pay when computing paid leave compensation.
 - (2) Shift differential compensation shall not apply to any classifications when the base salary rate of such classification is based on "night rates" (e.g., Probation Night Custody Officer in the TECHNICAL AND INSPECTION Unit).
 - (3) Overtime worked is in addition to a scheduled tour of duty and is compensated separately in accordance with the overtime provisions of this Agreement.

(d) Compensation

- (1) Employees whose assigned tour of duty, with or without intervening meal time, includes at least four (4) hours between 6:00 p.m. and 8:00 a.m. of the following day shall receive shift differential of seventy cents (\$0.70) for each hour over and above their base hourly rate.
- (2) Effective January 12, 2002, employees whose assigned tour of duty, with or without intervening meal time, includes at least four (4) hours between 6:00 p.m. and 12:00 a.m. (midnight), shall receive seventy cents (\$0.70) per hour over and above their base hourly rate. Effective December 28, 2002, the rate shall be eighty-five cents (\$0.85) per hour. Effective December 27, 2003, the rate shall be one dollar (\$1.00) per hour.
- (3) Effective January 12, 2002, those eligible employees whose assigned tour of duty, with or without intervening meal time, includes at least four (4) hours between 12:00 a.m. (midnight) and 8:00 a.m. of the following day, shall receive one dollar (\$1.00) per hour over and above their base hourly rate. Effective December 28, 2002, the rate shall be one dollar and fifteen cents (\$1.15) per hour. Effective December 27, 2003, the rate shall be one dollar and thirty cents (\$1.30) per hour.

(e) Medical Support Shift Differentials

Employees designated in this paragraph assigned to hospital, mental, or correctional institutions whose assigned tour of duty, with or without intervening meal time, includes at least four (4) hours between 6:00 p.m. and 12:00 a.m. (midnight), shall receive one dollar and twenty-five cents (\$1.25) per hour over and above their base hourly rate. Effective January 12, 2002, this rate shall be one dollar and fifty cents (\$1.50) per hour. Effective December 28, 2002, this rate shall be one dollar and seventy-five cents (\$1.75) per hour. Effective December 27, 2003, this rate shall be two dollars (\$2.00) per hour. Those eligible employees whose assigned tour of duty, with or without intervening meal time, includes at least four (4) hours between 12:00 a.m. (midnight) and 8:00 a.m. of the following day, shall receive two dollars and ten cents (\$2.10) per hour over and above their base hourly rate. Effective January 12, 2002, this rate shall be two dollars and fifty cents (\$2.50) per hour. Effective December 28, 2002, this rate shall be two dollars and seventy cents (\$2.70) per hour. Effective December 27, 2003, this rate shall be two dollars and eighty-five cents (\$2.85) per hour. This paragraph shall apply to the types of positions and units listed below:

Administrative Services Unit

Respiratory Therapists
Respiratory Care Practitioners
Pulmonary Function Specialists

Professional Unit

Clinical Therapists
Dieticians
Registered Nurses
Laboratory Technologists

Supervisory Unit

Registered Nurses
Respiratory Care Practitioners
Supervising Laboratory Technologists
Assistant Head Nurses

- (f) Medical Support Weekend Differential – Employees designated in this paragraph assigned to hospital, mental, or correctional institutions, who work on a scheduled weekend day off, shall be paid an additional two dollars and eighty cents (\$2.80) per hour over and above their base hourly rate. Effective January 12, 2002, the rate shall be three dollars (\$3.00) per hour. Weekend for purposes of this provision is between 11:00 p.m. Friday through 11:00 p.m. Sunday night. In no event shall this

differential be paid for a weekend tour of duty, which was regularly scheduled as part of a standard tour of duty. This paragraph shall apply to the types of positions and units listed below:

Administrative Services Unit

Respiratory Therapists
Respiratory Care Practitioners
Pulmonary Function Specialists

Professional Unit

Clinical Therapists
Dieticians
Registered Nurses

Supervisory Unit

Registered Nurses
Respiratory Care Practitioners
Supervising Laboratory Technologists
Assistant Head Nurses

Section 7 – Nurses’ Incumbency Differential

SUPERVISORY UNIT

The incumbents in the classification of Clinic Supervisor – ARMC as of June 30, 1989, will receive a differential of one dollar and thirty-five cents (\$1.35) per hour. The differential will be discontinued from the incumbent and position whenever the incumbent who occupied the position as of June 30, 1989, vacates said position.

Section 8 – Nurses’ Unit Differential

PROFESSIONAL AND SUPERVISORY UNITS

Registered nurses in the PROFESSIONAL Unit, Assistant Head Nurses and Head Nurses in the SUPERVISORY Unit regularly assigned to a special treatment unit at the Arrowhead Regional Medical Center shall be entitled to unit differential upon certification of the appointing authority that said nurse possesses specialized skills required to perform within the assigned unit. Special treatment unit for eligible employees is defined as Burn, Emergency, Respiratory, Intensive Care, Coronary Care, Labor and Delivery, Medical Imaging, Operating Room, and Neonatal Intensive Care Units. The unit differential shall be one dollar (\$1.00) per hour over and above their base hourly rate.

Effective January 12, 2002, the rate for eligible employees in Respiratory, Intensive Care, Coronary Care, Labor and Delivery, Medical Imaging, Operating Room, and Neonatal Intensive Care Units shall be one dollar and fifty cents (\$1.50) per hour. Effective December 28, 2002, the rate for these employees shall be one dollar and seventy-five cents (\$1.75) per hour. Effective January 12, 2002, the rate for eligible employees in the Burn and Emergency Units shall be two dollars (\$2.00) per hour.

Section 9 – Mobile Intensive Care Nurse Certification Differential

PROFESSIONAL UNIT

Registered Nurses in the PROFESSIONAL Unit assigned to the Arrowhead Regional Medical Center Emergency Department who possess a valid certificate as a Mobile Intensive Care Nurse (MICN) shall be entitled to a differential of one dollar and twenty-five cents (\$1.25) per hour over and above their base hourly rate for all hours actually worked.

Section 10 – Clinical Therapists Detention Facilities Differential

PROFESSIONAL UNIT

Clinical Therapists in the PROFESSIONAL Unit regularly assigned to detention facilities shall be paid a differential of one dollar (\$1.00) per hour over and above their base hourly rate for all hours actually worked.

Section 11 – ARMC Custodian Assignment Differential

CRAFT, LABOR & TRADES AND SUPERVISORY UNITS

Effective pay period 15/2001, all employees assigned to the Arrowhead Regional Medical Center in regular positions in the classifications designated below who have completed at least 2,080 service hours in a regular position in an eligible classification(s) shall be eligible to receive an assignment differential of fifty cents (\$0.50) per hour for all hours actually worked. Employees who complete the required service hours after pay period 15/01 shall be eligible to receive the assignment differential the first working day of the pay period following the pay period in which they complete 2,080 service hours. Formal disciplinary action taken, as defined in the San Bernardino County Personnel Rules, for violation of Rule X, Section 2, Subsection (f) and/or (g), shall result in a loss of this differential for thirteen (13) pay periods. (If the disciplinary action is overturned on appeal, the differential pay shall be restored.)

Craft, Labor & Trades Unit

Custodian I

Custodian II

Supervisory Unit

Supervising Custodian

Section 12 – General Maintenance Mechanics Juvenile Detention Differential

CRAFT, LABOR & TRADES UNIT

General Maintenance Mechanics assigned to work at juvenile detention center(s) shall be entitled to one dollar (\$1.00) per hour over and above their base hourly rate for hours actually worked at this facility.

Section 13 – Probation Division Director Juvenile Hall Differential

MANAGEMENT UNIT

The Probation Division Director II regularly assigned to work in Juvenile Hall - San Bernardino may be eligible to receive a five percent (5%) assignment differential as long as assigned this duty. Such differential shall be based upon the base hourly wage of the employee. Eligibility for this differential is at the sole discretion of the Chief Probation Officer.

Section 14 – High Voltage Differential

CRAFT, LABOR & TRADES UNIT

Electricians who work on electric lines that exceed 480 volts shall be entitled to one dollar (\$1.00) per hour over and above their base hourly rate for hours actually worked performing such assignments.

Section 15 – Sheriff's Aviation Mechanic Inspection Authorization Differential

CRAFT, LABOR & TRADES AND SUPERVISORY UNITS

Sheriff's Aviation Mechanics who possess a valid Federal Aviation Inspection License that provides the employee the ability to perform Inspection Authorizations shall be entitled to a differential of one dollar (\$1.00) per hour for hours worked performing such inspections.

Section 16 – Compensation Limitation

SUPERVISORY UNIT

In no case shall the monetary rate of the shift/weekend differential and bilingual compensation paid to a supervisor be less than that paid to a supervised employee receiving the same differential(s).

DISASTER SERVICE WORKERS

ALL UNITS

All employees covered by this Agreement are public employees, and, as such, are to serve as disaster service workers subject to such service activities as may be assigned to them by their superiors or by law, pursuant to Government Code Section 3100.

DUAL APPOINTMENTS

ALL UNITS

The appointment of two (2) full-time employees to the same budgeted regular position may be authorized by the Director of Human Resources to facilitate training, to make assignments to a position which is vacant due to extended authorized leave of absence, or in an emergency. The most recently hired dual appointee shall enjoy all of the benefits of regular employees except regular status, unless the most recently appointed dual appointee has regular status in the classification. The most recently appointed employee shall be notified in writing by the appointing authority and such notification will clearly define the benefits to which that employee is entitled. Upon return of the initial appointee or completion of the training period or emergency, the following procedure shall apply. If the most recently appointed dual appointee has regular status in the same classification, he/she shall be placed in a vacant position in the same classification in the department/group. If no position is available, the employee shall be laid off, pursuant to the layoff provisions of this Agreement; provided, however, that the initial appointee shall be excluded from the order of layoff. If the most recently appointed dual appointee does not have regular status in the classification, he/she may be appointed to a vacant position in the same classification in the department/group, however, he/she shall be required to serve a probationary period unless waived by the Director of Human Resources. If the most recently appointed dual appointee held prior regular status in a lower classification immediately preceding the dual appointment, he/she shall have the right to return to the former classification and department. If he/she has not held prior regular status in a lower level classification, he/she shall be terminated.

ELECTRONIC FUND TRANSFER

ALL UNITS

As a condition of employment, all employees hired after March 27, 1999, must make and maintain arrangements for the direct deposit of paychecks into the financial institution of their choice via electronic fund transfer. Employees who have not made such arrangements by the end of the 4th pay period after their date of hire shall be subject to termination. In cases where an employee is unable to make arrangements for electronic fund transfer, the Director of Human Resources may allow an exception to this Article. Any exceptions granted may be reviewed periodically for continuation, subject to the approval of the Director of Human Resources.

ELIGIBILITY WORKER INCENTIVE POOL

TECHNICAL & INSPECTION AND SUPERVISORY UNITS

The County has established a merit pool to provide an incentive to employees in the classifications of Eligibility Worker I, II, and III and Eligibility Worker Supervisor I to reduce the Food Stamp error rate below the applicable federal tolerance level. Employees who have been in a paid status for thirteen (13) pay periods in one of these classifications during the federal fiscal year commencing October 2001, and continue to be employed in any of the eligible classifications on the date the merit pool funds are distributed, shall receive a one-time bonus of \$750.00. Merit bonuses shall be paid no later than July 2003, subject to receipt of the final error rate report for San Bernardino County from USDA, Food and Nutrition Services, indicating that San Bernardino County's Food Stamp error rate is below the applicable federal tolerance level. A labor-management committee shall be established to discuss the implementation of the incentive program.

EMPLOYEE RIGHTS

ALL UNITS – EXCEPT MANAGEMENT AND SUPERVISORY

The following are employee rights:

- (a) The right of employees to form, join, and participate in the activities of employee organizations of their own choosing for the purpose of representation on all matters of employer-employee relations.
- (b) The right of employees to refuse to join or participate in the activities of employee organizations and the right to represent themselves individually in their employment relations with the County except as provided in the "Modified Agency Shop" Article and in (e) below.
- (c) The right of employees to be free from interference, intimidation, restraint, coercion, discrimination, or reprisal on the part of an appointing authority, supervisor, other employees, or employee organizations as a result of their exercise of rights granted in this Article.
- (d) The right of SBPEA, upon its request and prior to implementation, to discuss with County Management any significant change in terms or conditions of employment which results in a significant impact on employees, except in emergencies.
- (e) The San Bernardino Public Employees Association (SBPEA) shall be the sole, exclusive and fair representative of all County employees represented by the Association in this Agreement and in all adjudicatory proceedings between the County and represented employees. SBPEA shall have the sole responsibility as to which matters are adjudicated on behalf of those represented employees and the cost of the same for employees not members of the Association. The only exceptions to the sole, exclusive and fair representation by SBPEA are: (1) those instances of disciplinary action and its proceedings which are governed by Rule X of the Personnel Rules where such representation must be declined in writing by the employee(s) and where the employee may represent himself or herself as well as utilize external representation; and (2) those grievances brought under the Grievance Procedure Article where the individual elects in writing to exercise the right of self-representation, that is, the employee himself or herself represents their position before the arbitrator in accordance with the Grievance Article.

The County shall defend, indemnify and hold harmless SBPEA and its officers and employees from any claim, loss, liability, cause of action or administrative proceeding arising out of the operation of Section (e) of this Article. Upon commencement of such legal action, administrative proceeding, or claim, the County shall have the right to decide and determine whether any claim, administrative proceeding, liability, suit or judgment made or brought against SBPEA or its officers and employees because of any

application of this Article shall not be compromised, resisted, defended, tried or appealed. Any such decision on the part of the County shall not diminish the County's defense or and indemnification obligations under this Agreement.

SBPEA, immediately upon receipt of notice of such claim, proceeding or legal action shall inform the County of such action, provide the County with all information, documents, and assistance necessary for the County defense or settlement of such action and fully cooperate with the County in providing all necessary employee witnesses and assistance necessary for said defense. The cost of any such assistance shall be paid by the County.

The County upon its compromise or settlement of such action or matter shall immediately pay the parties to such action all sums due under such settlement or compromise. The County, upon final order and judgment of a Court of competent jurisdiction awarding damages or costs to any employee, shall pay all sums owing under such order and judgment.

MANAGEMENT AND SUPERVISORY UNITS

The following are employee rights:

- (a) The right of employees to form, join, and participate in the activities of employee organizations of their own choosing for the purpose of representation on all matters of employer-employee relations.
- (b) The right of employees to refuse to join or participate in the activities of employee organizations and the right to represent themselves individually in their employment relations with the County.
- (c) The right of employees to be free from interference, intimidation, restraint, coercion, discrimination, or reprisal on the part of an appointing authority, supervisor, other employees, or employee organizations as a result of their exercise of rights granted in this Article.
- (d) The right of SBPEA, upon its request and prior to implementation, to discuss with County Management any significant change in terms or conditions of employment which results in a significant impact on employees, except in emergencies.

EQUITY POOLS

ALL UNITS

The County agrees to an equity pool in each year of this Agreement to be applied to the cost of conducting classification/compensation studies as agreed to by the County and SBPEA, or undertaken during the term of this Agreement. The methods, means and procedures for conducting such studies shall be determined by the County and the cost of granting equity increases, if any, shall be charged against the amounts noted below.

The economic impact of said studies will be applied according to the "Classification" Article. Economic impact shall be determined by the salary and direct salary-related costs determined by the County and submitted to SBPEA for review prior to submission to the Board of Supervisors.

The amounts of the equity pool in each year of this Agreement are as follows:

Calendar Year 2002 - \$2,000,000
Calendar Year 2003 - \$5,000,000
Calendar Year 2004 - \$2,500,000

The County shall provide regular status reports on the progress of studies undertaken which may result in charges against the equity pools listed.

EXPENSE REIMBURSEMENT

ALL UNITS

Section 1 – General Provisions

The purpose of this Article is to define the policy and procedures by which employees shall report and be reimbursed for necessary expenses incurred on behalf of San Bernardino County, except as may be otherwise provided in this Agreement.

Section 2 – Responsibilities

It shall be the responsibility of each appointing authority or designee to investigate and approve each request for expense reimbursement. It shall be the responsibility of each employee to obtain prior approval from the appropriate appointing authority or designee to incur a business expense or to exceed maximum allowable amounts provided in Section 7 of this Article. Prior approval may be in the form of standing orders issued by the appointing authority. Failure to obtain prior approval may result in denial of any expense claim (or excess amount) not pre-approved.

Section 3 – Travel Authorization

- (a) Travel outside the State of California must be approved by the County Administrative Officer or designee except when the trip outside California is within twenty (20) miles of the California border or travel through a location anywhere in the adjacent state as a means of arriving at a location within California. Requests for such travel shall be submitted to the County Administrative Office in triplicate on a standard "Travel Request" form, unless specifically approved in the department's budget.
- (b) The appointing authority or designee shall initiate travel requests. The County Administrative Officer and Auditor-Controller shall be notified in writing of all such designees.
- (c) The appointing authority or designee is authorized to approve necessary travel within the State of California and use of transportation mode consistent with this Article.

Section 4 – Authorization for Attendance at Meetings

- (a) Appointing authorities may authorize attendance at meetings at County expense when the program material is directly related to an important phase of County service and holds promise of benefit to the County as a result of such attendance.
- (b) Authorization for attendance at meetings without expense reimbursement, but on County time, may be granted when the employee is engaged on the County's behalf, but from which the gain will inure principally to the benefit of the employee and only incidentally to the County.

Section 5 – Records and Reimbursements

- (a) Requests for expense reimbursement should be submitted once each month, except if the amount claimable for any month does not exceed twenty-five dollars (\$25.00), the submission may be deferred until the amount exceeds twenty-five dollars (\$25.00) quarterly or until June 30 during the current fiscal year, whichever occurs first. At the end of the fiscal year, expense reimbursement claims for July 1 and beyond must be on a separate claim from those expenses claimed for June 30 or earlier.
- (b) Unless otherwise provided in this Article, original receipts or vouchers which verify the claimed expenditures will be required for all items of expense, except:

- (1) Private mileage.
 - (2) Taxi, streetcar, bus and ferryboat fares; bridge and road tolls; and parking fees.
 - (3) Telephone and telegraph charges.
 - (4) Other authorized expenses of less than one dollar (\$1.00).
- (c) Claims for expense reimbursement totaling less than one dollar (\$1.00) in any fiscal year shall not be paid.
- (d) Reimbursement shall not be made for any personal expenses such as, but not limited to: entertainment, barbering, etc.
- (e) Except as otherwise provided in this Article, expense reimbursements shall be made on an actual cost basis.

Section 6 – Transportation Modes

- (a) The general rule for selection of a mode of transportation is that mode which represents the lowest expense to the County.

(b) Travel Via Private Automobile

- (1) Reimbursement for the use of privately owned automobiles to conduct County business shall be at the IRS allowable rate or thirty-two cents (\$0.32) per mile, whichever is greater. Reimbursement at this rate shall be considered as full and complete payment for actual necessary expenses for the use of the private automobile, insurance, maintenance, and all other transportation-related costs. The County does not provide any insurance for private automobiles used on County business. The owner of an automobile is responsible for the personal liability and property damage insurance when the vehicle is used on County business.
- (2) When employees traveling on official County business, leave directly from their principal place of residence rather than from their assigned work location, mileage allowed to the first work contact point shall be the difference between the distance from the residence to the assigned work location and the distance from the residence to the first work contact point. If the first work contact point is closer than the assigned work location, no mileage shall be allowed. If the employee departs from the last work contact point directly to the residence, the same principle governs.

Employees may have multiple assigned work locations. Mileage allowed is based on the assigned work location for that day. When employees have more than one assigned work location in a standard tour of duty, mileage shall be allowed between assigned work locations.

In no case will mileage be allowed between the employee's residence and the assigned work location.

(c) Travel Via Rental Vehicles

Reimbursement will be provided for the cost of a rental vehicle for business purposes if such use is approved by the appointing authority. Rental vehicles are covered for liability and vehicle physical damage under the County's self-insurance program. Reimbursement will not be provided for the additional costs incurred if any employee purchases additional insurance or signs a Collision Damage Waiver (CDW) when renting a vehicle for County business. Requests for reimbursement for gasoline for rental vehicles must be accompanied by a copy of the rental agreement or rental receipt and gasoline receipt.

(d) Travel Via Air

- (1) Commercial Aircraft – When commercial aircraft transportation is approved, the “cost of public carrier” shall mean the cost of air coach class rate including tax and security surcharges. Travel via charter aircraft shall be limited to emergencies, or when other types of transportation are impractical or more expensive. Specific prior approval for travel via charter aircraft must be obtained from the County Administrative Officer or designee.
- (2) Private Aircraft – When private aircraft transportation is approved by the County Administrative Officer or designee, reimbursement will be as follows:
 - (i) Reimbursement for use of aircraft owned or rented and flown by County personnel will be for equivalent road miles at the first mile rate of the current private automobile use reimbursement schedule. Landing or tie-down fees will be reimbursed similar to automobile parking charges.
 - (ii) Reimbursement for trips to and from the following destinations will be limited to the cost of public carrier except when justified by unusual circumstances as determined by the County Administrative Officer or designee: Sacramento, San Francisco, Oakland, and San Jose.
 - (iii) Authorized charter flights with a licensed charter service providing the aircraft and pilot will be reimbursed at actual cost. Charter flights must be individually approved by the County Administrative Officer or designee prior to departure.
 - (iv) The employee or owner of the aircraft must have a minimum single limit liability insurance coverage of five hundred thousand dollars (\$500,000) for bodily injury and/or property damage and have the County included as an additional insured. Written evidence of such insurance must be on file with County Risk Management.

Section 7 – Meals and Lodging

- (a) Meal and lodging expenses shall not be allowed without prior approval of the appointing authority or designee as necessary for the purpose of conducting County business. Excess charges greater than the amounts listed below in paragraphs (b) and (c) may be authorized under special conditions, such as a convention requirement or in an area of unusually high cost (such as San Francisco Bay area, Sacramento, Los Angeles and San Diego). Original receipts are mandatory to obtain reimbursement for all lodging expenses, and except as provided below for all meal expenses claimed.
- (b) The allowance for lodging is seventy-five dollars (\$75.00) plus tax, per night, single, with receipt.
- (c) Compensation for meal expenses may be provided as follows:
 - (1) Option 1 – With receipts, an employee may be reimbursed for meal expenses up to \$50.00 per day, including tax and gratuity, for three (3) meals, or when separate meals are claimed, eleven dollars (\$11.00) for breakfast; fifteen dollars (\$15.00) for lunch; and twenty-four dollars (\$24.00) for dinner, all including tax and gratuity.
 - (2) Option 2 – Without receipts, an employee may be reimbursed for meal expenses up to \$34.00 per day, including tax and gratuity, for three meals, or when separate meals are claimed, six dollars (\$6.00) for breakfast, nine dollars (\$9.00) for lunch, and nineteen (\$19.00) for dinner, all including tax and gratuity.
- (3) All meals for a single day must be claimed under either Option 1 or Option 2.
- (d) Meal allowances for a business meeting/conference including meals are the actual cost.

- (e) The parties agree that it is the basic responsibility of employees to anticipate and make provision for their own meals. In emergency situations at the work site, if an employee is unable to obtain a meal due to extraordinary working conditions or an extremely remote work site, the County shall make every effort to provide meals.

Section 8 – Expense Advances

Advancement of funds for business expenses can be obtained from the Auditor-Controller's Office through submission of the appropriate form. Advancements shall not exceed the maximum per diem amounts set forth herein. The minimum amount to be advanced is twenty-five dollars (\$25.00). Upon return from travel, the employee must submit an expense reimbursement form and all receipts documenting expenses incurred. If the employee does not submit this accounting within fifteen (15) calendar days of return from travel, or prior to termination of County employment, the Auditor-Controller's Office may recover the amount advanced from the employee's pay.

Section 9 – County Credit/Debit Cards

The Appointing Authority may issue a County credit or debit card to an employee and require business expenses be paid for with said card. Further, the County may require that meal and lodging expenses be limited to the maximum amounts listed in Section 7, paragraphs (b) and (c) above. If unauthorized charges are placed on the card, the employee shall be required to reimburse the County. If the employee fails to reimburse the County within fifteen (15) calendar days or prior to separation from County service, the Auditor-Controller's Office may recover any unauthorized charges from the employee's pay.

EXTRA-HELP EMPLOYMENT

ALL UNITS

An extra-help appointment shall mean an appointment which is intended to be on less than a year-round basis, including, but not limited to the following: to cover seasonal peak workloads; emergency extra workloads of limited duration; necessary vacation, holiday or sick leave relief; temporary extra help to cover workloads pending establishment and/or hiring into vacant positions; and other situations involving a fluctuating staff. At the end of 2,080 service hours the appointment shall be terminated unless the appointing authority receives approval from the Director of Human Resources or designee to continue the appointment.

Extra-help employees shall be compensated on an hourly basis only for hours actually worked unless otherwise provided for in this Agreement or required by law. Extra-help employees shall be eligible for step advancement based upon completed service hours and satisfactory service in accordance with the Article "Salary Rates and Step Advancements."

Under unusual circumstances and with the approval of the appropriate appointing authority(ies) and the Director of Human Resources, an employee in a regular position may choose to work in an extra-help capacity for the same or another appointing authority and be compensated as such pursuant to this Article.

Extra-help employees shall participate in the County's PST Deferred Compensation Plan in lieu of participation in any other retirement plan, program, or benefit. Said employees shall contribute 5% of the employee's biweekly gross earnings, and the County shall contribute 2.5% of employee's biweekly gross earnings. The employee's contributions to PST Deferred Compensation shall be automatically deducted from employee's earnings. Maximum total contributions shall be 7.5% of the employee's maximum covered wages for Social Security purposes. Employees shall enroll in the Plan on forms approved by the Human Resources Division Chief, Employee Benefits & Services. This paragraph shall not apply to any employee who is otherwise covered by the County Retirement System.

FLEXIBLE SPENDING ACCOUNT

ALL UNITS

Effective July 13, 2002, the County shall establish a Health Expense Flexible Spending Account (FSA) for employees in regular positions who are regularly scheduled to work forty (40) or more hours per pay period. The Health Expense FSA is established in accordance with provisions of Section 125 of the Internal Revenue Code (IRC). The Human Resources Division Chief, Employee Benefits and Services, will serve as the Plan's Administrator. The Health Expense FSA Plan year will coincide with the County's Benefit Plan year. Employees who choose to participate in the Health Expense FSA must complete and submit enrollment forms in accordance with procedures developed by the Plan's Administrator. Eligible employees will be notified of these procedures at least thirty (30) days prior to the beginning of each Plan year. Eligible employees may contribute, on a pre-tax basis, a minimum of five dollars (\$5.00) and a maximum of twenty-five dollars (\$25.00) per biweekly pay period to a flexible spending account. Upon enrolling in the Plan, employees may not change their designated biweekly contribution amount or discontinue making contributions for the remainder of the Plan year (until on or about June 30) unless they incur an eligible family status change as defined in Section 125 of the IRC. Section 125 also requires that any amounts remaining in an employee's account at the end of the Plan year must be forfeited. The County will use any forfeited amounts to help defray the Plan's administrative expenses. Contributions made to the Health Expense FSA may be used for receiving non-taxable reimbursements of eligible medical and dental expenses not covered by insurance. Eligible reimbursable expenses are those medical and dental expenses that qualify as medical expenses under the Internal Revenue Code.

FULL UNDERSTANDING, MODIFICATION AND WAIVER

ALL UNITS

The parties acknowledge that during the negotiations which resulted in this Agreement, each had the full right and adequate opportunity to make demands and proposals with respect to any subject or matter within the scope of representation, and that the understandings arrived at after the exercise of that right are set forth in this Agreement. The express provisions of this Agreement for its duration therefore constitute the complete and total contract between the County and SBPEA with respect to wages, hours, and other terms and conditions of employment. Any prior or existing Agreement between the parties, whether formal or informal, regarding any such matters are hereby superseded and terminated in their entirety. Therefore, except as provided below, the County and SBPEA for the life of this Agreement, each voluntarily waives the right to meet and confer in good faith with respect to any subject or matter referred to or covered in this Agreement.

GRIEVANCE PROCEDURE

ALL UNITS

Section 1 – Purpose

The County and SBPEA fully realize the importance of a viable grievance procedure to aid in the resolution of disputes among employees, supervisors, and management. It is recognized that conditions may arise which can create employee dissatisfaction, and that to maintain high employee morale and harmonious relations, an orderly method of processing grievances is necessary. This procedure is intended to establish a systematic means for obtaining answers and decisions regarding employee complaints. This procedure is not intended to be used to effect changes in the terms of this Agreement or those matters not covered by this Agreement. The Board of Supervisors and SBPEA have pledged that their representatives at all levels will extend active, aggressive and continuing efforts to secure prompt disposition of grievances. The initiation of a grievance in good faith by an employee shall not cause any

adverse reflection on the employee's standing with immediate supervisors or loyalty as a County employee.

Section 2 – Definition of a Grievance

A grievance is a disagreement between County management and an employee, group of employees, or SBPEA concerning the interpretation, application, or violation of a specific Article(s) of this Agreement. SBPEA may not independently submit or process a formal grievance, unless it alleges that at least one (1) employee within the Unit has suffered detriment as a result of the aggrieved contract provision.

Section 3 – Jurisdiction

The Director of Human Resources or designee shall have the sole authority within the County structure to provide the official management interpretation or application to any and all provisions of this Agreement. The arbitrator has the final authority within the County structure to adjudicate all grievances, as defined or otherwise provided herein. The arbitrator holds no jurisdiction over a grievance where the remedy has been granted.

Section 4 – Exclusions

Any dispute which may arise between parties involving the application, meaning, or interpretation of the Personnel Rules shall be settled by the Civil Service Commission in accordance with the appropriate appeal procedure established in the Personnel Rules except as modified by the parties in this Agreement via Section 11 of this Article. Any dispute which may arise between parties involving the application, meaning, or interpretation of the Equal Employment Opportunity Plan shall be settled by the Equal Employment Opportunity Complaint Appeal Process in accordance with Section 12 of this Article. All matters are excluded from this procedure which deal with the "County Management Rights" Article; the project compensation provisions of the "Temporary Performance of Higher Level Duties" Article; federal or state statutes, rules or regulations; or are preempted by County Charter.

The appeal processes which include the Classification Review Board, the Civil Service Commission, and the Memoranda of Understanding grievance adjudicatory process are mutually exclusive remedy bodies. Accordingly, there shall be no double or multiple requests or appeals for a same case/same set of circumstances where one adjudicatory body has rendered a decision on the same. Decision is to be interpreted as excluding a situation where an adjudicatory body has determined it has no jurisdiction in the matter.

Except as otherwise provided by this Agreement or state or federal statute, this grievance procedure shall be the sole and exclusive procedure for seeking recourse for any grievance, as defined in Section 2 of this Article.

Section 5 – Representation

Aggrieved employee(s) may represent themselves, or may be represented by an authorized SBPEA employee representative, or by a SBPEA Labor Relations Representative. This representation may commence at any step in the Grievance Procedure. A representative of Human Resources may be in attendance at any step in the Grievance Procedure. The County agrees within reasonable limits to compensate the aggrieved employee(s) for time spent during regularly scheduled hours in the handling of real and prospective grievances.

Section 6 – Consolidation of Grievances

In order to avoid the necessity of processing numerous similar grievances at one time, similar grievances shall be consolidated whenever possible.

Section 7 – Time Limitations and Notification

Time limitations are established to settle a grievance quickly. Time limits may be modified only by agreement of the parties. If at any step of this Grievance Procedure, the grievant is dissatisfied with the decision rendered, it shall be the grievant's responsibility to initiate the action which submits the grievance to the next level of review within the time limits specified. Failure to submit the grievance within the time limits imposed shall terminate the grievance process and the matter shall be considered resolved. For purposes of this Grievance Procedure, notification to a party may be given either personally, by U.S. mail, telephonically, or via E-mail.

The grievant shall promptly proceed to the next step if a reviewing official does not respond within the time limits specified. A grievance may be entertained or advanced to any step beyond Step 2, Employee Relations Division, if the parties jointly so agree. A copy of such agreements bearing the signature of the parties shall be filed with the Employee Relations Division of Human Resources.

When notice is mailed to an employee, it shall be sent to the employee's current address of record. For the purpose of this procedure, notice by mail shall be deemed to have been completed on the fifth calendar day following deposit of notice with the United States Postal Service, unless the party can establish that notice was not actually received as a result of circumstances beyond the party's control.

Section 8 – Steps in the Grievance Procedure

The procedures outlined herein constitute the steps necessary to resolve an employee's grievance. The attempt of settlement of grievances filed on behalf of an individual employee(s) at the employee-supervisor level is required. The grievance must be submitted within fifteen (15) working days after the employee is aware of the conditions precipitating the grievance.

Step 1 – Immediate Supervisor. Initially the employee having a grievance shall on a personal face-to-face basis discuss the complaint with the immediate supervisor. At this step, it is the responsibility of the employee to inform the supervisor that he/she is initiating the grievance process. Within three (3) working days the immediate supervisor shall give the decision to the employee orally.

Step 2 – Employee Relations Division. If a mutually acceptable solution has not been reached in Step 1, the grievant shall submit the grievance in writing on appropriate forms supplied by the Employee Relations Division which shall provide a detailed statement of the grievance, including dates, names, and places, applicable Agreement articles, and the specific remedy or action requested. The written grievance shall be filed in triplicate with the Employee Relations Division within ten (10) working days of oral notification of the immediate supervisor's decision. The Employee Relations Division shall make a determination of whether the grievance is a matter for which the Grievance Procedure is appropriate after consultation with SBPEA. In making such determination, the Employee Relations Division shall determine if: (1) the grievance has been filed in a timely manner; (2) the initial step has been followed; and, (3) if the grievance alleges that a specific Memorandum of Understanding article(s) has been misinterpreted, misapplied, or violated. The determination and notification to the grievant and SBPEA will be made within five (5) working days of receipt of the grievance. Any affected party may appeal this determination directly to an arbitrator in accordance with the provisions of this procedure within five (5) working days following notification by the Employee Relations Division.

Step 3 – Division Level. If the grievance is accepted, the grievant shall submit the written grievance to the division level within five (5) working days of notification of the Employee Relations Division's determination. The Division/Section Head shall meet with the grievant and thoroughly discuss the grievance. The Division/Section Head shall submit a written response to the grievant within five (5) working days of receipt of the formal grievance from the employee.

Step 4 – Employee Relations Division. If a mutually acceptable solution has not been reached, the grievant shall submit the written grievance to the Employee Relations Division within five (5) working days of the receipt of written response of the Division/Section Head.

Following a review of the grievance with the appointing authority, the Director of Human Resources or that individual's designee shall have full and final authority on behalf of the County to mutually resolve the grievance with the employee/employee's representative within ten (10) working days of receipt of the written grievance of the employee. Such notification shall be rendered in writing to the grievant, SBPEA and the appointing authority.

Step 5 – Pre-Arbitration Process. If the grievance has not been satisfactorily resolved at Step 4 by the County and the grievant, a written appeal to arbitration must be filed concurrently with the Employee Relations Division and SBPEA within five (5) working days of notification of the decision by the Director of Human Resources or that individual's designee. The appeal must be presented on the aforementioned grievance form along with a copy of any pertinent documents.

Grievances shall only be advanced to arbitration with the agreement of SBPEA. The cost for hearing all grievances advanced to arbitration shall be split equally between the County Department of the grievant and SBPEA, including any cancellation fee if both parties are mutually responsible, otherwise the party responsible shall pay the entire cancellation fee.

Pre-arbitration conferences are to be mandatory and no grievances shall be forwarded to the arbitration process without the same. Within twenty (20) working days of the approval to advance a grievance to arbitration, both parties are required to meet in such conference with the goal of resolving mutually identified grievance issues. If resolution is not attained, both parties are obligated at that time to jointly or individually declare stipulations, identify witnesses and exchange exhibits that will be carried forward to the arbitration process, the intent being full disclosure by both sides prior to the arbitration process.

Step 6 – Arbitration

The Employee Relations Division and the employee or the SBPEA employee representative shall select an arbitrator by mutual agreement. Where mutual agreement cannot be reached, the parties shall request a list of arbitrators from the State Mediation and Conciliation Service, and mutually select an arbitrator from said list. Where mutual agreement cannot be made, the arbitrator shall be determined following a striking process. The determination as to which party strikes first shall be based on a coin flip. If the last remaining person on the list is not available, the previously stricken person(s) shall be contacted in reverse order until one is available. The parties shall contact the arbitrator to establish a hearing date acceptable to both parties.

- (a) In reaching a decision and award the arbitrator shall limit himself to the allegations contained in the grievance presented in relation to the express provisions of the agreement alleged to have been violated. Further, the arbitrator shall have no authority to amend, change, add to, subtract from, or ignore any provisions of this Agreement. Lastly the arbitrator shall not substitute his judgment for that of the County on matters pertaining to the exercise of managerial discretion except where it can be shown by the grievant/SBPEA that the County abused its discretion.
- (b) The decision of the arbitrator will be in writing and transmitted to the parties within thirty (30) calendar days after the close of the hearing. This decision may require an appointing authority or a subordinate to cease and desist from the action, which is the subject of the grievance. The arbitrator may also require the appointing authority to take whatever action is necessary, within the control of the appointing authority, to remedy the grievance or take other action to relieve the loss, if any, to the employee. Under no conditions can the arbitrator order relief that exceeds the relief requested by the grievant and shall be limited to making the grievant whole. In the event the arbitrator determines that monetary relief is an appropriate remedy, he/she shall limit any retroactive award, including interest, to a date that is no earlier than fifteen (15) working days from the date the grievance was filed.
- (c) The arbitrator's decision shall be transmitted to the Employee Relations Division and SBPEA with a copy to the grievant.

- (d) All grievances shall be treated as confidential and no publicity will be given until the final resolution of the grievance.
- (e) The decision by the arbitrator shall be final and binding on all parties unless there is a financial impact of greater than one thousand dollars (\$1,000), in which case it shall be subject to approval of the Board of Supervisors. However, in the event an employee is not represented by SBPEA, the decision of the arbitrator shall apply only in the appeal and may not be cited as precedent by either the County nor SBPEA in subsequent arbitration proceedings.
- (f) For grievance decision with financial impact of greater than one thousand dollars (\$1,000), the Employee Relations Division will submit the grievance decision to the next practicable meeting of the Board of Supervisors. If the Board of Supervisors fails to act within thirty (30) days following receipt of formal notice of the decision of the arbitrator, it shall become final and binding. A copy of the decision shall be filed with the Employee Relations Division of Human Resources, SBPEA and the grievant.

Section 9 – Unfair Labor Practices/Unit Changes

Unfair labor practice charges as well as unit modification and unit determination disputes shall be adjudicated by the California Public Employment Relations Board.

Section 10 – Mediation

Prior to Step 5 – Pre-Arbitration. The parties (Director of Human Resources or designee and SBPEA) may by mutual agreement utilize mediation for grievances filed under the provisions of this Agreement. Additionally, prior to the Prehearing Conference provided for by the Personnel Rules, the parties (Director of Human Resources or designee and SBPEA) may by mutual agreement utilize mediation for disciplinary appeals accepted for hearing under the Personnel Rules by the Civil Service Commission. The mediation process described in this Section may be invoked only by the two parties identified herein and is expressly an exception to the language contained in Section 5 of this Article.

The parameters of the mediation process, where mutual resolution of the grievance or disciplinary appeal is sought, are as follows:

- (a) The parties (Director of Human Resources or designee and SBPEA) shall exchange in writing the agreement to refer a specific grievance or disciplinary appeal to mediation.
- (b) The grievant/appellant shall have the right to be present, represented by SBPEA as the sole, exclusive bargaining agent.
- (c) The grievant/appellant shall have SBPEA as the singular spokesperson and the County a representative from the Human Resources Employee Relations Division, with neither side allowed the presence of an attorney.
- (d) Any written material submitted to the mediator shall be returned to the party providing the material at the conclusion of the mediation meeting.
- (e) The mediation process shall be as follows:
 - (1) The mediation meeting shall be an informal process, limited to a one (1) hour presentation for each side, not restricted to the rules of evidence, no retention of a proceedings record.
 - (2) The mediator will meet jointly with the parties and separately, if necessary.
 - (3) The mediator has no authority to compel resolution of the matter mediated.

- (4) The oral advisory opinion of the mediator shall be given at the conclusion of the meeting and the parties may opt to agree in writing to the opinion, reject the same mutually or singularly and proceed to the next step of the usual process, or remove the matter from the process by mutual agreement.
- (5) The advisory opinion accepted in writing by the two parties does not constitute a precedent and is not admissible as evidence in any future process governed by this Agreement or Personnel Rules.
- (f) Where possible the parties shall utilize the mediation services provided by the California State Mediation and Conciliation Service. In the event that the mediation process would result in fees for service rendered by the State or by use of a private hearing officer, such costs shall be equally divided between the employee's department and SBPEA.
- (g) The post-mediation process is restricted by the following:
 - (1) No person serving in the capacity as a mediator may serve as the hearing officer/arbitrator for the same case should the same be forwarded to arbitration or a Personnel Rules disciplinary hearing.
 - (2) No reference to a matter mediated may be utilized in a subsequent arbitration or hearing unless stated in writing at a step prior to the mediation. The penalty for violation of this understanding shall be forfeiture of the hearing or appeal by the party violating the same.
- (h) This procedure may be modified by mutual agreement of both parties.

Section 11 – Disciplinary Hearings

The parties agree that in the cases of "major discipline" (as defined in this Section) brought against an employee or employees represented by SBPEA, the costs for disciplinary hearing to be conducted by a hearing officer per Section X of the Personnel Rules shall be shared equally between the County Department of the appellant(s) and SBPEA when the appellant is represented by SBPEA. For the purposes of this Section, "major discipline" includes termination, demotion, or suspension of 30 or more calendar days. For all other disciplinary cases, either party may request the use of a hearing officer with costs to be shared equally. If only one party elects the use of a hearing officer, the party requesting the hearing officer will pay all hearing costs. For all disciplinary cases heard by a hearing officer, the parties shall jointly select a hearing officer from the list of hearing officers approved by the Civil Service Commission and utilize the striking process when a mutual selection of a hearing officer cannot be reached.

The Civil Service Commission shall either accept or reject the hearing officer's findings and recommendations in its entirety within thirty (30) days of receipt by the Commission. The only basis the Civil Service Commission can use to reject the hearing officer's decision in its entirety, is for one or more of the following reasons:

- (a) The recommendation was procured by corruption, fraud, or other undue means.
- (b) There was corruption in the hearing officer.
- (c) The rights of a party were substantially prejudiced by the misconduct of the neutral hearing officer.
- (d) The hearing officer exceeded his/her powers on the matter submitted.
- (e) The rights of a party were substantially prejudiced by the refusal of the hearing officer to postpone the hearing upon sufficient cause being shown therefore, or by the refusal of the hearing officer to properly include or exclude evidence material to the controversy.

Should such be the case, the Commission must state in writing specific reason(s) for the decision (a, b, c, d or e) and subsequently conduct and complete a full and fair evidentiary hearing on the disciplinary appeal within thirty (30) days of rejecting the hearing officer's findings and recommendations unless the hearing cannot for good cause be completed within thirty (30) days.

Section 12 – Equal Employment Opportunity Complaint Appeal Process

Employees have the ability to file complaints involving discriminatory employment practices as defined in the County's Equal Employment Opportunity Plan. Such complaints may be filed with the County's Equal Employment Opportunity Unit, or the State Department of Fair Employment and Housing (DFEH) or the Federal Equal Employment Opportunity Commission (EEOC). In the event the investigative findings of the Equal Employment Opportunity Unit are not satisfactory to the complainant(s), the complainant or complainants represented by SBPEA may file an appeal as described herein. A complainant or complainants not represented by SBPEA may use the appeal process described herein, but must assume one-half of the costs of the appeal process, including any arbitrator's costs.

Any appeal under this Section must be filed with the County's Equal Employment Opportunity Unit within ten (10) calendar days of receipt of the written investigative findings of the County's Equal Employment Opportunity Unit. The Equal Employment Opportunity Unit and SBPEA, or complainant when not represented by SBPEA, shall contact an arbitrator to establish a hearing date acceptable to both parties; provided, however, that the arbitrator must have demonstrated experience in the field of affirmative action and employment discrimination and that the hearing commence within ninety (90) calendar days of the date of appeal, unless otherwise agreed by the parties. The arbitration shall be conducted in accordance with Step 6 of Section 8 of this Article, substituting the Human Resources Department's Equal Employment Opportunity Unit for the Employee Relations Division where applicable except for the following: The arbitrator may not order any monetary remedy which exceeds actual losses of pay and benefits suffered by the complainant. The cost of an arbitrator's services shall be split equally between the County Department of the complainant(s) and SBPEA, including any cancellation fee if both parties are mutually responsible, otherwise the party responsible shall pay the entire cancellation fee.

HOURS OF WORK

MANAGEMENT, PROFESSIONAL AND SUPERVISORY UNITS

Employees shall be required to work during such hours as necessary to carry out the duties of their position, as designated by the appointing authority, and such hours may be varied so long as the work requirements and efficient operations of the County are assured.

Notwithstanding any other provisions of this Agreement, the County Administrative Officer may authorize overtime compensation at straight time or time and one-half rates at any time (including retroactively for emergencies as defined in Section 13.022(h) of the County Code) to be paid to any employee in order to carry out the intent of a Board-approved program, to respond to an emergency, or to compensate for hours of work performed above that normally expected of such employee.

Employees in regular positions in these units are considered to be salaried for purposes of the Fair Labor Standards Act. If, as a result of changes in legislation, federal regulations, or court decisions, employees are considered to be non-salaried, the County and SBPEA will meet and confer concerning changes to return the employees to salaried status.

Employees covered by this Article who are disciplined by a suspension without pay shall only receive such suspension in increments of one (1) work week. Alternatively, an appointing authority may discipline an employee covered by this Article via a deduction of accrued leave time. The accrued leave time is limited to vacation, holiday, annual or administrative leave. Deductions of accrued leave time may be made in increments of less than one (1) work week. Any disciplinary action imposed under this Article is subject to

appeal under the Personnel Rules of San Bernardino County. Employees shall not be disciplined by a reduction in step.

IMPLEMENTATION

ALL UNITS

This Agreement constitutes a mutual agreement by all members of the Employee Relations Committee to be jointly submitted to the Board of Supervisors for approval. It is agreed that this Agreement shall not be binding upon the parties either in whole or in part unless and until approved by the Board of Supervisors.

Any changes to this Agreement, which do not have specific effective dates, become effective on the date of Board of Supervisors approval.

JOB SHARING AND PART-TIME EMPLOYMENT

ALL UNITS

The County will make reasonable accommodation for an employee in a regular position who desires to share his/her job with another qualified employee or eligible person. Whenever possible, job sharing will be encouraged to minimize the impact of a layoff. Jobs may be shared on an hourly or daily basis, provided that one employee works more than forty (40) hours per pay period. The employee who works less than forty (40) hours per pay period shall not be eligible to receive any benefits under the Article, "Benefit Plan," or for which the County pays an insurance premium or membership in the retirement system.

All other benefits for job sharing employees shall be as provided in the appropriate article. Each employee shall be notified in writing by the appointing authority at the time of the appointment and such notification will clearly define the benefits to which each employee is entitled.

Effective July 13, 2002, the following language will replace the preceding language:

At the discretion of the appointing authority, an employee may be allowed to job share or to work on a part-time basis in a regular position. Job share is defined as two employees sharing one regular position. Part-time employment is defined as an employee working in a regular position that is scheduled for less than eighty (80) hours per pay period.

Benefits for job sharing and part-time employees shall be as provided in the appropriate article. Each employee shall be notified in writing by the appointing authority at the time of the appointment and such notification will clearly define the benefits to which each employee is entitled.

An appointing authority may discontinue part-time or job share status with a written notice at least two (2) pay periods prior to the effective date of the change.

LABOR-MANAGEMENT TASK FORCE

ALL UNITS – EXCEPT MANAGEMENT

The parties recognize that delivery of public services in the most efficient and effective manner is of paramount importance and interest to the County and SBPEA. Maximized productivity is recognized to be a mutual obligation of both parties within their respective roles and responsibilities.

To this end, the parties agree that Labor-Management Task Forces comprised of equal numbers of management and employees shall be created as necessary to address issues which affect the efficient and effective delivery of public services appropriate to each department and Unit employees. The purpose of such task force shall be to:

- (a) Review and provide input on proposed departmental policies and procedures.
- (b) Develop, review, and prioritize work simplification project proposals.
- (c) Develop and review solutions to specific program problems.

The composition of each task force shall be determined by the appointing authority in conjunction with the Employee Relations Division of Human Resources and the Association. The chairperson(s) of the task force shall be selected by the appointing authority. Meetings will be held as often as necessary to discharge the functions of the task force. The task force will establish reasonable time frames for the accomplishment of its charges.

Recommendations of the task force will be arrived at by consensus and shall be submitted in writing to the appointing authority for final action, subject to review and approval. The task force shall not have any right or authority to abrogate representation rights of SBPEA or County Management Rights.

LAYOFF

ALL UNITS

Section 1 – General Provisions

Definition – A layoff is the involuntary separation or reduction of a regular employee to a position in a lower classification without fault of the employee. Layoff applies only to regular positions. A layoff occurs only when there is a surplus of employees, a position is to be deleted from the authorized table of organization, or when funds are withdrawn from a previously funded position.

Section 2 – Notification

Whenever an appointing authority believes that a layoff will be necessary, the appointing authority shall submit a layoff plan to the Director of Human Resources for approval. The layoff plan shall include the anticipated number, classification, and position number of employees to be laid off and seniority list by classification of all affected employees. The San Bernardino Public Employees Association shall be provided with a copy of the layoff plan immediately upon approval by the Director of Human Resources. Once such a plan is approved, affected employees shall be entitled to ten (10) working days notification prior to layoff.

Section 3 – Order of Layoff

Layoffs shall be made by classification within a non-group department/group the latter being defined as a group of departments headed by a single Assistant County Administrator.

- (a) Layoffs among regular employees shall be made on the basis of seniority determined by the employee's current beginning (hire) date of continuous service in a regular position with the County. In the event of a tie in total time of continuous County service between two (2) or more employees, the order of layoff shall be determined at the discretion of the appointing authority.
- (b) Before any reduction in the work force of regular employees occurs, all extra-help, recurrent, provisional, probationary, unclassified or other individuals without regular status in the affected classifications within the affected non-group department/group shall be terminated. For purposes of

layoff, trainees and most recently hired dual appointments shall be treated the same as probationary employees.

- (c) Probationary employees and employees on Assignment to Vacant Higher Position, who have regular status in another classification, shall be returned to their former classification where they will be subject to layoff under provisions applicable to other employees in that classification. Underfills shall have layoff rights in the underfill classification.
- (d) When a classification has a dual concept or multiple options including extended range, the Director of Human Resources may authorize layoffs by specialty or option within the classification.
- (e) Regular employees whose positions have been deleted shall be allowed to exercise their options, based on seniority, to select either a vacant position or to bump into any one of the filled junior positions within their current classification. An employee who elects not to bump into any position within the collective group of vacant and filled junior positions, thereby retaining his/her existing classification, shall be provided the opportunity to select from those options identified in (i) of this Article.
- (f) If a regular employee to be separated has regular status in a lower classification, reduction in classification (bumping) within the affected non-group department/group shall be approved. For purposes of bumping, the number of positions filled by the least senior employees in the affected classification(s) equal to the number of employees bumping into the classification shall be identified. Additionally, all vacant positions in the affected classification shall be made available to the affected employees. This collective group of positions shall then be subject to the bumping process.
- (g) Reductions in classification shall only be approved when the employee has previously held regular status in the lower classification, and has seniority over identified employees in the lower classification. Reductions in classification shall first be made to the next lower classification in which the employee has regular status. The employee being reduced may only replace a junior employee, or be placed in a vacant position, in the classification identified pursuant to (e) above within the affected non-group department/group. The junior employee being bumped will be separated or reduced in classification. If the classification to which an eligible employee is first considered for reduction is not authorized in the non-group department/group, or if the employee does not have seniority in that classification, reduction shall then be made to the next lower classification in which the employee has regular status. This procedure shall continue until all reductions in classification and the ultimate separations are completed.
- (h) Employees in unclassified positions do not have a right to bump employees in classified positions. A classified employee may refuse to bump into an unclassified position without waiving the right to bump a more junior employee in the same or lower classification.
- (i) If bumping results in an assignment which the employee considers to be undesirable, such employee may request:
 - (1) A voluntary demotion to a vacant position.
 - (2) A leave of absence with right to return to work.
 - (3) A leave of absence without right to return to work, but placement on an eligible list.

Any of these options require the approval of the Director of Human Resources.

Section 4 – Exception to Order of Layoff

Whenever an appointing authority believes that the best interest of the service requires the retention of an employee with special qualifications, characteristics, and fitness for the work, the appointing authority may request that such employee be exempted from the bumping procedures. Such requests must be in writing

and approved by the Director of Human Resources. If approved, SBPEA shall be immediately provided with a copy of the request.

Section 5 – Employee’s Rights While on Layoff

- (a) During the first two (2) years following a layoff, laid-off regular employees shall be assured the right of an interview for vacant positions for which they meet certification requirements prior to final selection and appointment to said vacant positions within their previous non-group department/group in the same or equivalent classification to the one in which the employee has previously held regular status.
- (b) Any employee who is affected by a layoff may request that their name be placed on appropriate eligible lists for a period of two (2) years by submitting such a request and an application to the Director of Human Resources for determination of eligibility. Approval of such requests only entails placement on the list and does not guarantee employment or carry any bumping privileges. Placement on the eligible list shall be made pursuant to the provisions for requalification contained in the Personnel Rules.

Section 6 – Retraining

The County will make reasonable efforts to provide retraining opportunities to laid-off employees that will qualify them in classifications, not related to their former classification, and will attempt to place said laid-off employees in vacant positions in the County for which they are qualified.

LEAVE PROVISIONS

MANAGEMENT AND SUPERVISORY UNITS

Employees in this Unit shall apply available paid leave time whenever a leave of absence is approved. However, employees who are on an approved leave of absence for less than one (1) full day, who do not have sufficient leave time available to cover the absence, shall be paid the full salary for their regular work day.

PROFESSIONAL UNIT

Employees in all classifications in this Unit, except Social Service Practitioner, shall apply available paid leave time whenever a leave of absence is approved. However, employees who are on an approved leave of absence for less than one (1) full day, who do not have sufficient leave time available to cover the absence, shall be paid the full salary for their regular work day.

ALL UNITS

Section 1 – Sick Leave

(a) Definitions

- (1) Sick Leave – Sick leave with pay is an insurance or protection provided by the County to be granted in circumstances of adversity to promote the health of the individual employee. It is not an earned right to time off from work. Sick leave is defined to mean the authorized absence from duty of an

employee because of physical or mental illness, injury, pregnancy, confirmed exposure to a serious contagious disease, for a medical, optical, or dental appointment, or other purpose authorized herein.

- (2) Immediate Family – Immediate family is defined as parent, child, spouse, or domestic partner as defined by California Family Code Section 297.
 - (3) Extended Family – Extended family is defined as grandchild, grandparent, sibling, parent/sibling-in-law, aunt, uncle, niece, nephew, foster child, ward of the court, or any step relations as defined herein.
- (b) Accumulation – Employees in regular positions shall accrue sick leave for each payroll period completed, prorated on the basis of 3.39 hours per pay period, except as provided in Section 5 of this Article. Earned sick leave shall be available for use the first day following the payroll period in which it is earned. Employees in regular positions paid less than eighty (80) hours per pay period or job-shared positions shall receive sick leave accumulation on a pro-rata basis. There shall be no limit on sick leave accumulation.
- (c) Compensation – Approved sick leave with pay shall be compensated at the employee's base rate of pay, except as otherwise provided in this Agreement. The minimum charge against accumulated sick leave shall be fifteen (15) minutes.
- (d) Administration
- (1) Investigation – It shall be the responsibility and duty of each appointing authority to investigate each request for sick leave and to allow sick leave with pay where the application is determined to be proper and fitting, subject to approval of the Director of Human Resources.
 - (2) Notice of Sickness – In twenty-four (24) hour departments and for employees whose work assignment requires leaving their assigned work site together with one or more other employees shortly after reporting to work (e.g., clinic staff, road crews), the appointing authority or designee should be notified at least two (2) hours prior to the start of the employee's scheduled tour of duty of a sickness on the first day of absence and must be notified at least one (1) hour prior to the start of the employee's scheduled tour of duty. In other departments, the appointing authority or designee must be notified within one-half (1/2) hour after the start of the employee's scheduled tour of duty of a sickness on the first day of absence.
- It is the responsibility of the employee to keep the appointing authority informed as to continued absence beyond the first day for reasons due to sickness or occupational disability. Failure to make such notification shall result in denial of sick leave with pay. If the employee receives a doctor's off-work order and provides notice of same to the appointing authority, the employee is not required to contact the department daily. If the employee does not have an off-work order or has not notified the appointing authority that one has been issued, the employee shall be required to contact the department daily in accordance with the timeframe above.
- (3) Review – The Director of Human Resources may review and determine the justification of any request for sick leave with pay and may, in the interest of the County, require a medical report by a doctor to support a claim for sick leave pay.
 - (4) Proof – A doctor's certificate or other adequate proof shall be provided by the employee in all cases of absence due to illness when requested by the appointing authority.
 - (5) Improper Use – Evidence substantiating the use of sick leave for willful injury, gross negligence, intemperance, trivial indispositions, instances of misrepresentation, or violation of the rules defined herein will result in denial of sick leave with pay and shall be construed as grounds for disciplinary action including termination.

(e) Sick Leave for Other than Personal Illness/Injury

- (1) Family Sick Leave – For all units a maximum of one-half (1/2) of the employee's annual accrual of earned sick leave per calendar year may be used for attendance upon the members of the employee's immediate family who require the attention of the employee.

Upon approval of the appointing authority, the employee may use part of this annual allowance for attendance upon members of the employee's extended family residing in the employee's household who require the attention of the employee.

There shall be no limit for Clerical Unit employees' use of sick leave for care upon a member of the employee's immediate or extended family who reside in the employee's home.

- (2) Bereavement – A maximum of three (3) days earned sick leave may be used per occurrence for bereavement due to the death of persons in the immediate or extended family, as defined herein, or any relative who resided with the employee.
- (3) Birth/Adoption – A maximum of forty (40) hours earned sick leave may be used per occurrence for arrival of an adoptive child at the employee's home. An employee (father) may utilize on an annual basis no more than forty (40) hours of accumulated sick leave per calendar year for the birth of his child.
- (4) Medical, Optical or Dental Appointments – The employee may use sick leave for medical, dental or optical appointments; however, every effort should be made to schedule the appointments at a time of day that will minimize the employee's time off work.

(f) Return-to-Work Medical Clearance

- (1) Under the following circumstances, all employees who have been off work due to an illness or injury will report to the San Bernardino County Center for Employee Health and Wellness for a medical evaluation of their condition and authorization to return to work before returning to work.
- (i) Employees whose treating physician or other qualified medical provider has ordered job modification(s) as a condition for either continuing to work or for returning to work after an illness or injury. This applies to both occupational and non-occupational illness or injury.
 - (ii) Employees who have been off work due to communicable diseases such as, but not limited to, chicken pox and measles.
 - (iii) Employees who have been absent on account of a serious medical condition, when so directed by their appointing authority, and with concurrence of the San Bernardino County Center for Employee Health and Wellness.
- (2) Employees are required to attend return-to-work medical appointments at the Center for Employee Health and Wellness on their own time; however, mileage for attending such appointments are eligible for reimbursement pursuant to the Expense Reimbursement Article.
- (3) It is the responsibility of the employee, covered by (1) (i) - (iii) above, to obtain written notice from their medical provider of their authorization to return to work with or without job modification. To ensure all necessary and relevant medical information is provided, the County shall make available forms to be completed by the medical provider. It is the responsibility of the employee to provide

verbal notice to their appointing authority immediately upon receipt of their medical provider's authorization to return to work, and no later than 24 hours after receipt of the notice. The appointing authority or designee will schedule an appropriate medical evaluation for the employee with the Center for Employee Health and Wellness prior to the employee's return to work. The employee shall provide their medical provider's written notice of authorization to return to work to the Center for Employee Health and Wellness at or prior to the employee's scheduled appointment time.

- (4) Exceptions to the above requirements may be made on a case-by-case basis by the Medical Director or designee for the Center for Employee Health and Wellness.
- (5) The employee is obligated to attend the appointment as scheduled under the conditions outlined above. If the employee fails to adhere to the procedure, the employee is required to use sick leave or leave without pay for any work hours missed. If required notice has been provided, and there is a delay between the employee's appointment with the Center for Employee Health and Wellness and the start of his/her scheduled tour of duty on the day that he/she was released to return to work, the County will pay for work hours missed, without charge to the employee's leave balances.
- (6) The final decision on the employee's ability to return to work rests with the medical provider at the Center for Employee Health and Wellness. In the event the employee is not released to return to work by the medical provider at the Center for Employee Health and Wellness, the employee's status would continue on sick leave or, where there is no balance, leave without pay.

(g) Workers' Compensation

- (1) Employees shall receive full salary in lieu of Workers' Compensation benefits and paid sick leave for the first forty (40) hours following an occupational injury or illness, if authorized off work by order of an accepted physician under the Workers' Compensation sections of the California Labor Code. Thereafter, accumulated paid leave may be prorated to supplement such temporary disability compensation payments, provided that the total amount shall not exceed the regular gross salary of the employee. Employees eligible for salary continuation pursuant to Labor Code 4850 are not entitled to this paid time.
- (2) Employees covered by Section 4850 of the Labor Code who are injured in the line of duty are entitled to full salary in lieu of Workers' Compensation benefits and sick leave for a period not to exceed one (1) year. After the employee has used one (1) full year of such "4850 time," said employee may use accumulated sick leave with pay with the approval of the appointing authority to augment temporary disability payments if said employee is still temporarily disabled by order of an accepted physician under the Workers' Compensation sections or until said employee is retired.

(h) Separation – Unused sick leave shall not be payable upon separation of the employee, except as provided in paragraph (i).

- (i) Sick Leave Cash-Out – Employees who hold regular positions in the County service and are currently members of the San Bernardino County Employees' Retirement Association, shall receive compensation in accordance with the following.

After ten (10) years of continuous service from date of hire in a regular position and upon retirement, death, or separation, an employee or the estate of a deceased employee will be paid for unused sick leave balances according to the following formula, unless the employee is in a unit which has voted to convert sick leave into a Retiree Medical Trust in accordance with the Retirement Medical Trust Fund Article:

<u>Sick Leave Balance As of Date of Separation</u>	<u>Cash Payment % of Hours of Sick Leave Balance</u>
480 hours or less	30%
481 to 600 hours	35%
601 to 720 hours	40%
721 to 840 hours	45%
841 to 1000 hours	50%

Employees who receive a disability retirement due to permanent incapacity to work shall be entitled to one hundred percent (100%) cash payment of any unused sick leave balances, computed at their then current base hourly rate, if they elect an early retirement in lieu of exhausting such accrued sick leave balances. In no event shall any employee, except those receiving a disability retirement, receive compensation under this Section in excess of five hundred (500) hours pay computed at the then current base hourly rate of said employee.

- (j) Perfect Attendance – Employees in regular, full-time positions who do not utilize any sick leave in a calendar year (i.e., pay period 1 through pay period 26 or 27, when applicable, of the same year), and who do not record any sick leave without pay or absent without pay during that year, shall receive a one (1) year's paid membership in a Human Resources approved health facility or utilization of perfect attendance leave. The paid health facility membership shall not exceed the cost of a one (1) year paid membership at the San Bernardino YMCA. In lieu of a Human Resources approved health facility membership, the employee has the option of utilizing sixteen (16) hours of perfect attendance leave, no cash out provision, within the time frame of the subsequent calendar year. Failure to utilize perfect attendance leave within the subsequent calendar year shall result in forfeiture of the same.
- (k) Sick Leave Conversion Option (except Management Unit) – Employees who have used less than forty (40) hours of sick leave in a fiscal year (i.e., pay period 15 through pay period 14 of the following year) may, at the employee's option, convert sick leave to vacation leave by the following formula: Hours of sick leave used are subtracted from forty (40). Sixty percent (60%) of the remainder, or a portion thereof, may be added to vacation leave to be utilized in the same manner as other accrued vacation leave.

<u>Sick Leave Hours Used</u>	<u>Hours to be Converted</u>	<u>Vacation</u>
0	40	24.0
8	32	19.2
16	24	14.4
24	16	9.6
32	8	4.8
40	0	0.0

- (l) Sick Leave Conversion Option (Management Unit Only) – Any sick leave hours converted to vacation leave hours are not considered time accrued for the current calendar year. The following guidelines apply:

- (1) Employees who have contributed to a public sector retirement(s) for over ten (10) years and have not withdrawn the contribution from the system(s) may exchange accrued sick leave hours in excess of eight hundred (800) hours for vacation time.
- (2) Sick leave must be exchanged in ten (10) hour increments.
- (3) A maximum of eighty (80) sick leave hours may be converted.
- (4) The ratio of exchange is as follows:

Sick Leave Balance at Time of Conversion

800 or more hours

Sick Leave to Vacation Leave Conversion Ratio

2 sick hours to 1 hour vacation

Section 2 – Bereavement Leave

Employees in regular positions may use up to two (2) days paid leave, not charged to the employee's personal leave balances, per occurrence for bereavement due to the death of the employee's parent, child, spouse or domestic partner, as defined by California Family Code Section 297.

Section 3 – Vacation Leave

- (a) **Definition** – Vacation is a right, earned as a condition of employment, to a leave of absence with pay for the recreation and well-being of the employee. If an employee has exhausted sick leave, vacation leave may be used for sick leave purposes upon a special request of the employee and with the approval of the appointing authority.
- (b) **Accumulation** – Employees in regular positions shall accrue, on a pro-rata basis, vacation leave for completed pay periods. Except as provided in Section 5 of this Article, employees in regular positions paid less than eighty (80) hours per pay period or job-shared positions shall receive vacation leave accumulation on a pro-rata basis; provided, however, that there shall be no proration of the maximum accumulations.

For employees in the ADMINISTRATIVE SERVICES, MANAGEMENT, PROFESSIONAL, AND SUPERVISORY Units, such vacation allowance shall be available for use on the first day following the pay period in which it is earned, provided an employee has completed 1,600 hours of continuous service from the employee's benefit date.

<u>Length of Service From Benefit Date</u>	<u>Annual Vacation Allowance</u>	<u>Maximum Allowed Unused Balance</u>
After 1,600 and through 8,320 service hours	80 hours	160 hours
Over 8,320 and through 18,720 service hours	120 hours	240 hours
Over 18,720 service hours	160 hours	320 hours

For employees in the CLERICAL, TECHNICAL AND INSPECTION, AND CRAFT, LABOR AND TRADES Units, such vacation allowance shall be available for use on the first day following the pay

period in which it is earned, provided that an employee has completed 1,040 hours of continuous service from the employee's benefit date.

<u>Length of Service From Benefit Date</u>	<u>Annual Vacation Allowance</u>	<u>Maximum Allowed Unused Balance</u>
After 1040 and through 8,320 service hours	80 Hours	160 Hours
Over 8,320 and through 18,720 service hours	120 Hours	240 Hours
Over 18,720 service hours	160 Hours	320 Hours

(c) Administration

- (1) Scheduling – Vacation periods should be taken annually with the approval of the appointing authority at such time as will not impair the work schedule or efficiency of the department but with consideration given to the well being of the employee. No employee shall lose earned vacation leave time because of work urgency. If an employee has reached the maximum allowed unused balance and is unable to take vacation leave because of work urgency, the appointing authority will notify the Auditor/Controller of the situation and approve a waiver of the maximum allowed unused balance for a period not to exceed one (1) thirteen (13) pay period waiver per calendar year.

Written request for vacation leave shall receive a written response from the appointing authority within two (2) weeks of submission. In instances where a vacation leave request has received written, advance approval and is rescinded due to work urgency by the supervisor, that decision may be appealed to the Department Head/Group Administrator for an immediate review. In those instances where the direct supervisor is the Department Head/Group Administrator the rescission due to work urgency may be appealed to the Director of Human Resources for immediate review. In those instances where a financial hardship would occur because pre-approval resulted in prepayment by the employee, a vacation would only be canceled under the most extreme work emergency.

- (2) Minimum Charge – The minimum charge against accumulated vacation leave shall be fifteen (15) minutes. Vacation leave shall be compensated at the employee's base rate of pay, except as otherwise provided in this Agreement.
- (3) Holiday During Vacation – When a fixed holiday falls within a vacation period, the holiday time shall not be charged against an employee's earned vacation benefits.
- (4) Vacation Leave and Termination Date – Employees not planning to return to County employment at the expiration of a vacation leave, except those retiring, shall be compensated in a lump sum payment for accrued vacation and shall not be carried on the payroll. Retiring employees may elect to use vacation leave to enhance retirement benefits or to be compensated in a lump sum payment for accrued vacation leave, provided that each pay period the employee charges the number of hours in their regular scheduled tour of duty.

MANAGEMENT UNIT

- (d) Prior Service – Employees in regular positions who have been employed by a public jurisdiction in a comparable position or a position, which has prepared such employees for an assignment to a position in the Management Unit may receive credit for such previous experience in the former agency(s) in determining their vacation accrual rate. Such determination as to the comparability of previous experience and amount of credit to be granted rests solely with the Director of Human Resources.

PROFESSIONAL AND SUPERVISORY UNITS

- (e) Prior Service – Employees in regular positions who have been employed in a public jurisdiction in a comparable position may receive credit for up to four (4) years (full time equivalent) previous experience in the former agency(s) in determining their vacation accrual rate. Such determination as to the comparability of previous experience and amount of credit to be granted rests solely with the Director of Human Resources.

Section 4 – Holiday Leave

- (a) Fixed Holidays – All employees in regular positions shall be entitled to the following holidays:

January 1st	November 11th
Third Monday in January	Thanksgiving Day
Third Monday in February	Day after Thanksgiving
Last Monday in May	December 24th
July 4th	December 25th
First Monday in September	December 31st
Second Monday in October	

- (b) Floating Holidays – Employees in regular positions shall be entitled to accrue one floating holiday (eight (8) hours holiday time) during the first pay period prior to the third Monday in January, provided that the employee is not on unpaid leave for the entire pay period and is in a paid status on the payroll.

Floating holidays accrued shall be available for use on the first day following the pay period in which they are accrued, with the approval of the appointing authority. Appointing authorities have the right to schedule employees' time off for accrued holidays to meet the needs of the service but with consideration given to the well-being of the employee. Employees in regular positions budgeted less than eighty (80) hours per pay period or job-shared positions shall receive floating holiday accruals on a pro-rata basis.

- (c) Eligibility for Holiday Pay – Except as provided in Section 5 of this Article, to receive holiday pay for a fixed holiday, the following conditions must be met during the pay period in which the fixed holiday fell.

- (1) The employee must have been hired prior to or at the start of the pay period and not have separated prior to the end of the pay period in which such fixed holiday fell.
- (2) The employee must be paid for at least one-half (1/2) of their regularly scheduled hours.
- (3) The employee must have been on an approved leave of absence for any unpaid hours.
- (4) The employee must have not had any unauthorized leave.

- (d) Holiday During Vacation – When a fixed holiday falls within a vacation period, the holiday time shall not be charged against an employee's earned vacation benefits.

- (e) Working on a Holiday – Whenever an employee is required to work on a fixed holiday or the fixed holiday falls on an employee's regularly scheduled day off, the employee shall accrue, on an hour for hour basis, up to a total of eight (8) hours floating holiday time. At the request of the employee, and with approval of the appointing authority, straight time payment can be made in lieu of accrual provided such compensation is approved during the pay period in which it is worked.

- (f) Weekend Holidays – When a fixed holiday falls on a Saturday, the previous Friday will be observed as the fixed holiday except that when the preceding Friday is also a fixed holiday, the preceding Thursday will be observed as the fixed holiday. When a fixed holiday falls on a Sunday, the following Monday will be observed as the fixed holiday except that when the following Monday is also a fixed holiday, the following Tuesday will be observed as the fixed holiday.

For those County department operations which operate six (6) and seven (7) days per week facilities, fixed holidays which fall on either a Saturday or Sunday shall be observed on those days by employees of those operations scheduled to work.

- (g) Holiday Time Accrual – Upon retirement or termination, employees shall be compensated for any unused accrued holiday time at the then current base rate equivalency unless the employee's position was abolished as a result of a layoff.

Section 5 – Leave Accruals While on Disability Leave

This Section shall be effective beginning July 27, 2002.

Employees receiving the benefits of workers' compensation, short-term disability, or state disability insurance leave receive partial replacement of their income through these benefits. Employees on these types of disability leaves may choose to fully integrate, partially integrate, or not integrate personal leave time with these disability payments.

The maximum amount the employee receives from integrating leave time with disability payments shall not exceed 100% of the employee's base salary. Paid personal leave time coded on the employees' Time and Labor Report will be limited to the amount of leave necessary to integrate benefits to the level designated by the employee. When the exact amount is not known, a good faith estimate may be made and the amount will be adjusted later as necessary. If any overpayments are made, the employee will be required to repay that amount in accordance with the Payroll Adjustments Article. An employee who knowingly receives payment in excess of their regular base salary is required to report it to their Departmental payroll clerk.

Employees who are fully integrating accrued leave time with disability benefits and have at least forty-one (41) hours of any type of leave time accrued as of the prior pay period shall be eligible to receive full accruals of vacation and sick leave. Employees who are not fully integrating or employees who have less than forty-one (41) hours of any type of leave time accrued shall earn pro-rated vacation and sick leave accruals based upon paid leave time coded on the Time and Labor Report only.

Employees who are fully integrating paid leave time with disability benefit(s) will be eligible for fixed holiday pay provided that they are on the payroll for the entire pay period, have no unapproved leave for the pay period and have enough leave accrued to equal at least one-half (1/2) of the employee's normal scheduled hours. Employees who are partially integrating or not integrating paid leave time with disability benefits will be paid for holidays in accordance with the holiday leave provisions in Section 4 of this Article.

Employees eligible to apply for SDI must provide proof of benefit amount or denial of SDI benefits. If proof is not provided, the County will presume the employee is getting the maximum allowable SDI benefit payment and the amount of paid leave coded on the Time and Labor Report will be limited to the maximum allowable leave integration to ensure gross pay from all combined sources does not exceed the employees' base salary.

Section 6 – Compulsory Leave

If, in the opinion of the appointing authority, employees are unable to perform the duties of their position for physical or psychological reasons, an examination may be required by a physician or other competent authority designated by the Director of Human Resources or designee. If the examination report shows the

employee to be in an unfit condition to perform the duties required of the position, the appointing authority shall have the right to compel such employee to take sufficient leave of absence with or without pay, to transfer to another position without reduction in compensation, and/or follow a prescribed treatment regimen until medically qualified to return to unrestricted duty.

Section 7 – Military Leave

As provided in the California Military and Veterans Code Section 395 et. seq., and any amendment thereto, and the federal Uniformed Services Employment and Reemployment Rights Act of 1994, a County employee, regular, extra-help, or recurrent may be entitled to the following rights concerning military leave:

- (a) Definition – Military leave is defined as the performance of duty on a voluntary or involuntary basis in a uniformed service under competent authority and includes active duty, active duty for training, initial active duty for training (weekend drills), full-time National Guard duty, and a period for which an employee is absent for the purpose of an examination to determine the fitness of the person to perform any such duty.
- (b) Notice and Orders – All employees shall provide advance notice of military service unless military necessity prevents the giving of notice or the giving of notice is impossible or unreasonable. Where available, copy of military orders must accompany the request for leave.
- (c) Temporary Duty – Any employee who is a member of the reserve corps of the Armed Forces, National Guard, or Naval Militia shall be entitled to temporary military leave of absence for the purpose of active military training provided that the period of ordered duty does not exceed one hundred eighty (180) calendar days, including time involved in going to and returning from such duty. While on paid status, an employee on temporary military leave shall receive the same vacation, holiday, and sick leave and step advances that would have been enjoyed had the employee not been absent, providing such employee has been employed by the County for at least one (1) year immediately prior to the date such leave begins. In determining the one (1) year employment requirement, all time spent in recognized military service, active or temporary, shall be counted. An exception to the above is that an uncompleted probationary period must be completed upon return to the job. Any employee meeting the above one (1) year employment requirement shall be entitled to receive their regular salary or compensation, pursuant to Section (e) of this Article.
- (d) Active Duty – Employees who resign from their positions to serve in the Armed Forces for more than one hundred eighty (180) days, shall have a right to return to their former classification upon serving written notice to the appointing authority, no later than ninety (90) days after completion of such service. Returning employees are subject to a physical/psychological examination.

Should such employee's former classification have been abolished, then the employee shall be entitled to a classification of comparable functions, duties, and compensation if such classification exists, or to a comparable vacant position for which the employee is qualified.

The right to return to former classification shall include the right to be restored to such civil service status as the employee would have if the employee had not so resigned; and no other person shall acquire civil service status in the same position so as to deprive such employee of this right to restoration.

Eligible employees are also entitled to the reemployment and benefit rights as further described in the Uniformed Services and Employment and Reemployment Rights Act, U.S.C. Sections 4301-4333. Specifically, a returning employee will receive restoration of original hire and benefit date, salary step, vacation accrual rate, sick leave balance (unless the employee has received payment for unused sick leave in accordance with provisions contained herein), the retirement plan contribution rate and retirement system contributions (provided the employee complies with any requirements established by the Retirement Board). However, such employee will not have accrued vacation, sick leave, or other benefit while absent from County employment, except as provided in the temporary duty provision.

- (e) Compensation – This provision does not include an employee's attendance at weekend reserve meetings or drills. Employees must use their own time to attend such meetings. Should the meetings unavoidably conflict with an employee's regular working hours, the employee is required to use vacation or holiday leave, leave without pay, or make up the time. Employees who are called in for a medical examination to determine physical fitness for military duty must also use vacation leave, leave without pay, or make up the time. Employees cannot be required to use their accrued leave. Any employee meeting the requirements in (c) and (d) shall be entitled to receive their regular salary or compensation for the first thirty (30) calendar days of any such leave. Pay for such purposes shall not exceed thirty (30) days in any one fiscal year and shall be paid only for the employee's regularly scheduled workdays that fall within the thirty (30) calendar days.

Employees who are called to active duty as a result of the activation of military reservists beginning in September 2001, due to the crisis related to terrorist attacks on America, and are eligible to receive the thirty (30) calendar day military leave compensation shall receive the difference between their regular County salary and their military salary starting on the 31st calendar day of military leave. The difference in salary shall continue for up to one hundred and fifty (150) calendar days of active military service in addition to the thirty (30) days provided for in this Section. During this one hundred fifty-day (150-day) period, the County will continue to provide the employee the benefit plan as was provided prior to such active duty. Employees should note that the Accidental Death and Dismemberment (AD&D) plan contains a war exclusion.

Employees who are eligible for military leave compensation will be placed on a leave of absence with right to return to their positions.

After June 30, 2002, no compensation shall be paid beyond the 30-day leave period, unless such compensation is expressly approved by the Board of Supervisors.

Section 8 – Political Leave

Any employee who is a declared candidate for public office shall have the right to a leave of absence without pay for a reasonable period to campaign for the election. Such leave is subject to the conditions governing special leaves of absence without pay contained herein.

Section 9 – Special Leaves of Absence Without Pay

(a) General Provisions

A special leave of absence without pay for a period not exceeding one (1) year may be granted to an employee who:

- (1) Is medically incapacitated to perform the duties of the position.
- (2) Desires to engage in a relevant course of study, which will enhance the employee's value to the County.
- (3) Takes a leave of absence pursuant to the federal Family Medical Leave Act, the California Family Rights Act, and/or Pregnancy Disability Leave provisions under the Fair Employment and Housing Act (FEHA).
- (4) For any reason considered appropriate by the appointing authority and the Director of Human Resources.

(b) Types of Leaves of Absence

There are four (4) types of leaves of absences. All requests must be in writing and require the approval of the appointing authority or designee and the Director of Human Resources or designee. Upon request, the appointing authority or designee and the Director of Human Resources or designee may

grant successive leaves of absence. All benefits shall be administered in accordance with the appropriate Article of this Agreement.

(1) Leaves of Absence With Right to Return

Leaves of absence with right to return may be granted to employees in regular positions for a period not exceeding one (1) year. The employee remains in his/her position.

(2) Family Leave

Leaves of absence will be granted in accordance with the federal Family Medical Leave Act (FMLA), the California Family Rights Act (CFRA) and/or Pregnancy Disability Leave (PDL) provision under Fair Employment and Housing Act (FEHA). This leave can be concurrent with use of paid leave or leave of absence without pay with right to return.

An employee on an approved leave of absence without pay under this provision will continue to receive the benefits outlined in the Benefit Plan article of this Agreement for a period of six (6) pay periods. Certification from a health care provider is required for all instances of medical leave under this provision. Employees are required to inform supervisors of the need for leave at least 30 days before commencement where possible.

In instances where the leave is for the birth or placement of a child and both husband and wife are County employees, both employees are limited to a total of twelve (12) weeks between them.

(3) Leaves of Absence Without Right to Return

(i) Definition – Leaves of absence without right to return may be granted to employees with regular status for a period not exceeding one (1) year. Employees without right to return shall be removed from their position. All leave benefits shall be administered as if the employee has been terminated; retirement contributions shall remain in the system and cannot be requested for distribution until the expiration of the leave. The employee shall be eligible to purchase medical benefits pursuant to federal Consolidated Omnibus Reconciliation Act of 1985 (COBRA).

(ii) Rehire Process – An employee may be reemployed in the same department in the classification from which the employee took the leave of absence with the approval of the appointing authority and the Director of Human Resources. Alternatively, the employee must apply through Human Resources by the last day of the leave of absence. The employee will be placed on the eligible list for the classification from which he/she took the leave of absence without examination. Placement on the eligible list will be administered in accordance with the requalification provisions of the Personnel Rules. If the employee is not re-hired within ninety (90) calendar days of the expiration of such a leave the employee shall be terminated from County service. If reemployed, the employee shall be required to serve a new probationary period. The Director of Human Resources or designee has the discretion to waive the requirement to serve a new probationary period.

(iii) Benefits Upon Rehire – An employee who is reemployed within ninety (90) days after the expiration of the leave of absence without right to return shall retain the following benefits:

- Hire date.
- Benefit date for purposes of leave accruals and step advances; except that the benefit date will be advanced for the period of time the employee is on leave of absence without right to return.
- Any sick leave accruals that had not been cashed out will be restored.

To be reemployed and retain the above benefits, the employee must be appointed to a position no later than 90 calendar days after the date of expiration of leave of absence. The 90 days shall run concurrently with the first 90 days of the one (1) year period provided in the Article on Reemployment.

(4) Medical Leave of Absence

- (i) Definition – A medical leave of absence of up to one (1) year may be granted to employees with regular status who suffer from catastrophic illness or serious mental illness. Such leave of absence will be granted only after FMLA, CFRA and/or PDL have been exhausted. The employee is responsible for providing documentation from a qualified health practitioner prior to approval. The County retains the right to request medical documentation regarding the employee's continued incapacity to return to work.

The employee will be removed from his/her position so that the department may fill behind the employee. All leave benefits shall be administered as if the employee has been terminated; retirement contributions shall remain in the system and cannot be requested for distribution until the expiration of the leave. The employee shall be eligible to purchase medical benefits pursuant to the federal Consolidated Omnibus Reconciliation Act of 1985 (COBRA).

Upon the employee's ability to return to work or the expiration of the leave of absence, whichever comes first, the employee will have the right to return to the classification within the department from which he/she took a leave of absence when a funded vacancy for which the employee meets the qualifications is available. If the employee does not return to work by the expiration date of the leave, or the soonest date after that for which the department has a vacancy, the employee relinquishes the right to return. The employee will serve a new probationary period with no right to return to former classification.

- (ii) Upon return from a medical leave of absence, the employee shall retain the benefits described under Section 9(b)(3)(iii) above.
- (iii) The Medical Leave of Absence provision may be removed by either party at the conclusion of this Agreement.

Section 10 – Jury Duty Leave

Employees in regular positions who are ordered/summoned to serve jury duty including Federal Grand Jury duty shall be entitled to base pay for those hours of absence from work, provided the employee waives fees for service, other than mileage. Such employees will further be required to deliver a "Jury Duty Certification" form at the end of the required jury duty to verify such service. When practicable, the appointing authority will convert an employee's regular tour of duty to a day shift tour of duty during the period of jury duty. Employees required to serve on a jury must report to work before and after jury duty provided there is an opportunity for at least one (1) hour of actual work time. Employees volunteering to serve on a Grand Jury shall be granted a leave of absence without pay to perform the duties of a member of the Grand Jury, in the same manner as provided in Section 7 of this Article.

Section 11 – Examination Time

Employees having regular status in regular positions at the time of application shall be entitled to a reasonable amount of time off with pay for the purpose of attending all examination processes required for selection to a different County position. Employees are responsible for notifying and obtaining approval from their immediate supervisor prior to taking such leave. Examination time off shall not be charged against any accumulated leave balances and shall be compensated at the employee's base hourly rate. Employees having probationary status, including those who have previously held regular status in another classification, are not entitled to examination time off with pay.

Section 12 – Witness Leave

Employees in regular positions shall be entitled to a leave of absence from work when subpoenaed to testify as a witness, such subpoena being properly issued by a court, agency, or commission legally empowered to subpoena witnesses. This benefit shall not apply in any case in which the subpoenaed employee is a party to the action or the subpoena has arisen out of the employee's scope of employment. Witness leave shall not be charged against any accumulated leave balances and shall be compensated at the employee's base hourly rate. This benefit will be paid only if the employee has demanded witness fees at the time of service of the subpoena, and such fees are turned over to the County.

Section 13 – Blood Donations

Employees in regular positions who donate blood without receiving compensation for such donation, may have up to two (2) hours off with pay with prior approval of the immediate supervisor for each such donation. This benefit shall not be charged to any accumulated leave; provided, however, if the employee is unable to work, any time in excess of two (2) hours may be charged to accumulated sick leave or be taken as leave without pay. Evidence of each donation must be presented to the appointing authority to receive this benefit.

Employees in regular positions who are apheresis donors may have up to four (4) hours off with pay with prior approval of the immediate supervisor for each such donation, provided no compensation is received for such donation. This benefit shall not be charged to any accumulated leave; provided, however, if the employee is unable to work any time in excess of four (4) hours may be charged to accumulated sick leave or be taken as leave without pay. Evidence of each apheresis donation must be presented to the appointing authority to receive this benefit.

Section 14 – Service Date

Employee service date is the first day of the pay period in which the employee begins work.

LIFE INSURANCE

ALL UNITS

- (a) The County agrees to pay the premium for a term life insurance policy for each employee according to the table below. This benefit shall only apply to employees who have been appointed to a regular position budgeted for more than forty (40) hours per pay period. Life insurance will become effective on the first day of the pay period following the employee's first pay period with forty-one (41) hours of paid time.

<u>Bargaining Unit</u>	<u>Amount of Life Insurance</u>
Administrative Services	\$50,000
Clerical	\$20,000
Craft, Labor & Trades	\$20,000
Management	\$50,000
Professional	\$25,000
Supervisory	\$35,000
Technical & Inspection	\$35,000

Effective the pay period beginning July 27, 2002, the County agrees to pay the premium for a term life insurance policy for each employee according to the table below. Life insurance will become effective on the first day of the pay period following the employee's first pay period in which the employee is paid

for one half plus one of their scheduled hours. For example, an employee scheduled for eighty (80) hours must be paid for a minimum of forty-one (41) hours.

Bargaining Unit	Amount of Life Insurance	
	Scheduled Hours from 40 to 60	Scheduled Hours from 61 to 80
Administrative Services	\$25,000	\$50,000
Clerical	\$10,000	\$20,000
Craft, Labor & Trades	\$10,000	\$20,000
Management	\$25,000	\$50,000
Professional	\$12,000	\$25,000
Supervisory	\$17,000	\$35,000
Technical & Inspection	\$17,000	\$35,000

- (b) The County further agrees to make available to each employee a group term life insurance program wherein the employee may purchase, through payroll deductions, term life insurance in amounts equivalent to one (1) time, two (2) times or three (3) times the employee's annual gross earnings. New employees shall become eligible to participate in these programs on the start of the pay period following completion of 1,040 hours of satisfactory performance.
- (c) The County agrees to provide these benefits subject to carrier requirements. Selection of the insurance provider(s) and the method of computing premiums shall be within the sole discretion of the County. Note: All persons eligible for the insurance programs will be covered for the insurance on the date the insurance becomes effective, or in the case where the employee is absent on the date the insurance becomes effective because of illness, the insurance will commence on the date of return to work.

MEAL PERIODS

ALL UNITS - EXCEPT MANAGEMENT

Meal periods are nonpaid and nonworking time and shall not be less than one-half (1/2) hour, or greater than one (1) hour when scheduled. Every effort will be made to schedule such meal period during the middle of the shift when possible. If a regularly scheduled tour of duty does not include a duty-free meal period, appointing authorities shall allow employees a maximum of twenty (20) minutes per shift to eat a meal. Such time shall be considered work time.

MEDICAL EMERGENCY LEAVE

ALL UNITS

The particulars of this Medical Emergency Leave policy are as follows:

- (a) The employee must have regular status with the County or one (1) year of continuous service in a regular position with the County.
- (b) The employee must meet all of the following criteria before he or she becomes eligible for Medical Emergency Leave donation: (1) be on an approved medical leave of absence for at least thirty (30) consecutive calendar days (160 working hours) exclusive of an absence due to a work related injury/illness; (2) submit a doctor's off work order verifying the medical requirement to be off work for a minimum of thirty (30) calendar days (160 working hours); (3) have exhausted all useable leave balances prior to initial eligibility – subsequent accruals will not affect eligibility; and (4) have also recorded at least forty (40) hours of sick leave without pay during the current period of disability.

- (c) An employee is not eligible for Medical Emergency Leave if he or she is receiving workers' compensation benefits. An employee eligible for State Disability Insurance and/or Short Term Disability must agree to integrate these benefits with Medical Emergency Leave.
- (d) Vacation, holiday, administrative leave or annual leave, as well as compensatory time, may be donated by employees only on a voluntary and confidential basis, in increments of eight (8) hours (or in the case of holiday leave only four (4) hours not to exceed a total of fifty percent (50%) of an employee's annual vacation, holiday, administrative leave, annual leave or compensatory time accrual per employee. The donation may be made for a specific employee on the time frames established by the Human Resources Department. The employee (donee) receiving the Medical Emergency Leave will be taxed accordingly.
- (e) The donation is to be for the employee's Medical Emergency Leave only; the donation to one (1) employee is limited to a total of one thousand forty (1,040) hours per fiscal year.
- (f) The definition of Medical Emergency Leave is an approved Leave of Absence due to a verifiable, long term illness or injury, either physical or mental impairment of the employee. Medical Emergency Leave is not for use to care for a member of the employee's family. Job and/or personal stress (not the result of a diagnosed mental disorder) is specifically excluded for receipt by the employee of Medical Emergency Leave. A statement from the employee's treating physician, subject to review by the Center of Employee Health and Wellness or medical designee, is required.
- (g) The employee on an approved Medical Leave of Absence who is receiving Medical Emergency Leave can continue to earn benefit monies per the forty-one (41) hours per pay period requirement of the Benefit Plan Article, or the requirement of the Federal and State Family Leave Acts, as applicable to the individual employee.
- (h) An employee receiving leave under this program is not eligible for receipt of any accruals such as vacation, administrative leave, annual leave, sick leave or retirement credit.
- (i) Medical Emergency Leave hours will count towards the accountable hours used to determine holiday leave eligibility.
- (j) Donor hours shall be contributed at the donor's hourly base salary rate and be converted to the donee's hourly base salary, exclusive in both instances of overtime, differentials and the like as the singular purpose of this program is to provide financial assistance.
- (k) Any donated time unused by the employee for the medical emergency shall remain in the donee's accruals to be utilized as follows:
 - (1) Employees who resign or die while on Medical Emergency Leave shall be paid at one hundred percent (100%) of their base hourly rate of pay for all unused Medical Emergency Leave at time of resignation or death in accordance with payroll procedures established by the County Auditor/Controller.
 - (2) An employee on Medical Emergency Leave who has received the approval of his/her physician and the Center for Employee Health and Wellness to return to full time work shall have all unused Medical Emergency Leave converted to an equal amount of sick leave which will be available to the employee according to the applicable Sick Leave Article of this Agreement.
 - (3) An employee on Medical Emergency Leave who has received the approval of his/her physician and the Center for Employee Health and Wellness to return to work on a part time basis (less than the employee's normally scheduled hours of work per pay period) may record a combined total of work time and Medical Emergency Leave not to exceed each pay period the lesser of eighty (80) hours or the employee's normally scheduled hours of work.

- (l) The donation shall be administered on a specific basis where so designated with instances charged to the Medical Emergency Leave donation for the actual administrative costs.
- (m) Solicitation of donors shall be regulated by the Human Resources Department, names of donors are to be confidential, the privacy rights of the donee upheld per legal requirements.
- (n) All donors and donee shall sign release forms designed, retained and effected by the Human Resources Department.

MERIT ADVANCEMENTS

Section 1 – General

Employees receiving an overall rating on their evaluation of “Meets Job Standards” or “Exceeds Job Standards” shall receive merit advancements within their base salary range, as provided below and in the Salary Rates and Step Advancements Article.

Section 2 – Probationary Employees and Other Employees Without Regular Status

- (a) Upon initial appointment to a job classification, the employee may receive a merit advancement following 1,040 service hours, provided the employee receives a probationary progress report with an overall rating of at least “Meets Job Standards” within two (2) pay periods of the employee’s step advance eligibility date.
- (b) Probationary employees and other employees without regular status may receive subsequent merit advancements following 2,080 service hours at the new step, provided that the employee receives an evaluation with an overall rating of at least “Meets Job Standards” within six (6) pay periods of the employee’s step advance eligibility date.
- (c) If no evaluation is filed within the appropriate period, the employee shall not receive the merit advancement until their performance is evaluated. Once evaluated, if the employee’s overall performance is rated as at least “Meets Job Standards,” the employee’s merit advancement will be retroactive to the original step advance eligibility date.
- (d) If the employee receives an overall rating of “Below Job Standards” or “Unsatisfactory,” the step will not be granted until the pay period in which the employee receives an overall evaluation of at least “Meets Job Standards.”

Section 3 – Regular Employees

- (a) Regular employees shall be evaluated within six (6) pay periods prior to the step advance eligibility date. If the employee receives an evaluation with an overall rating of at least “Meets Job Standards,” the employee shall receive the step advance on their step advance eligibility date.
- (b) If the employee receives an evaluation after the step advance eligibility date and the overall rating is at least “Meets Job Standards,” the employee shall receive the merit advancement retroactive to the original step advance eligibility date.
- (c) If the employee receives an evaluation with an overall rating of “Below Job Standards” or “Unsatisfactory,” the step advance may be denied or suspended as follows:
 - (1) If the supervisor had given the employee written notice of inadequate work performance at least three (3) pay periods prior to the employee’s receipt of the Work Performance Evaluation and the employee received an overall rating of “Below Job Standards” or “Unsatisfactory,” the employee’s merit advancement shall be denied.

- (2) If the supervisor had not given the employee such notice, the merit advancement shall be held in abeyance. In this case, the supervisor must re-evaluate the employee after three (3) pay periods following the original evaluation. If the new evaluation indicates the employee is "Below Job Standards" or "Unsatisfactory," the step shall be denied. If the new evaluation indicates the employee is "Meeting" or "Exceeding Job Standards," the step shall be granted, retroactive to the original advance eligibility date. If the employee is not reevaluated by the end of the fourth (4th) complete pay period following the original "Below Job Standards" (or "Unsatisfactory") evaluation, the employee shall be deemed to be meeting job standards and shall be granted the merit advancement retroactive to the original step advance eligibility date.
- (d) In cases where no Work Performance Evaluation is filed, an employee should contact the supervisor, who must complete and file the evaluation within five (5) working days. If the employee is rated as "Meets Job Standards" or better, the employee will be granted the step advancement, retroactive to the employee's step advance eligible date. If the employee is rated as "Below Job Standards" or "Unsatisfactory," the employee's step advancement will be denied or suspended in accordance with Subsection (c) above.

Section 4 – Denied Steps

If an employee's step is denied, the employee may be re-evaluated after three (3) or more pay periods after receiving a "Below Job Standards" (or "Unsatisfactory") evaluation. Upon receiving a "Meets Standards" evaluation (or better), the employee shall be granted the merit advancement, effective at the beginning of the pay period in which said evaluation was administered.

Section 5 – Disputes

An employee with regular status may appeal the content of a Work Performance Evaluation with an overall rating of "Below Job Standards" or "Unsatisfactory" in accordance with the appeal procedure in the Personnel Rules.

MODIFIED AGENCY SHOP

ALL UNITS – EXCEPT MANAGEMENT AND SUPERVISORY

Current employees in the Unit who are now SBPEA members shall remain SBPEA members for the period of this Agreement. Employees who are hired after this Agreement is approved by the Board of Supervisors, and who are in a job classification within the representation unit of SBPEA covered by this Agreement, shall within the first pay period from the date of commencement of duties as an employee, become a member of SBPEA or pay to SBPEA a fee in an amount equal to SBPEA's biweekly dues; provided, however, that the unit member may authorize payroll deduction for such fee. Excepted from the above are extra-help and recurrent employees.

Dues withheld by the County shall be transmitted to the SBPEA Officer designated in writing by SBPEA as the person authorized to receive such funds, at the address specified.

The parties agree that the obligations herein are a condition of continued employment for Unit members. The parties further agree that the failure of any Unit member covered by the Article to remain a member in good standing of SBPEA or to pay the equivalent of SBPEA dues during the term of this Agreement shall constitute, generally, just and reasonable cause for termination.

The County shall not be obligated to put into effect any new, changed or discontinued deduction until a payroll deduction card is submitted to the Auditor/Controller-Recorder in sufficient time to permit normal processing of the change or deduction.

No unit member shall be required to join SBPEA or to make an agency fee payment if the Unit member is an actual, verified member of a bona fide religion, body, or sect which has historically held conscientious objections to joining or financially supporting employee organizations; this exemption shall not be granted unless and until such Unit member has verified the specific circumstances. Such employee must, instead arrange with SBPEA to satisfy his/her obligation by donating the equivalent amount to a non-labor, non-religion charitable fund, tax-exempt under Section 501(c)(3) of the Internal Revenue Code (IRC), chosen by the employee, from the following: County Employees Combined Giving Campaign; Teddy Bear Tymes; the Salvation Army. SBPEA shall be responsible for determinations under this paragraph.

SBPEA shall be fully responsible for expending funds received under this Article consistent with all legal requirements for expenditures of employee dues, which are applicable to public sector labor organizations.

Whenever a unit member shall be delinquent in the payment of dues or fees, SBPEA shall give the unit member written notice thereof and fifteen (15) days to cure the delinquency; a copy of said notice shall be forwarded to the County's Human Resources Division Chief. In the event the Unit member fails to cure said delinquency, SBPEA shall request, in writing, that the County initiate termination proceedings. The termination proceedings shall be governed by applicable laws and are specifically excluded from the Grievance Procedure.

The County shall not deduct monies specifically earmarked for a Political Action Committee or other political activities.

SBPEA shall keep an adequate itemized record of its financial transactions and shall make available annually to the County and, upon request to the employees who are members of SBPEA within sixty (60) days after the end of its fiscal year, a detailed written financial report thereof in the form of a balance sheet and an operating statement, certified as to its accuracy by its President and Treasurer or corresponding Principal Officer or by a Certified Public Accountant. A copy of financial reports required under or referred to in the Labor-Management Disclosure Act of 1959 or Government Code Section 3546.5 shall satisfy this requirement.

This organizational security arrangement shall be null and void if rescinded by a vote of employees in the unit pursuant to Government Code Section 3502.5(b). SBPEA hereby agrees to defend, indemnify and hold harmless the County of San Bernardino and its officers and employees from any claim, loss, liability or cause of action of any nature whatsoever arising out of the operation of this Article.

SBPEA's indemnity and liability obligation is more fully set forth as follows:

- (a) SBPEA shall defend, indemnify and hold harmless the County of San Bernardino and its officers and employees from any claim, loss, liability, cause of action or administrative proceeding arising out of the operation of this Article. Upon commencement of such legal action, administrative proceeding, or claim, SBPEA shall have the right to decide and determine whether any claim, administrative proceeding, liability, suit or judgment made or brought against the County or its officers and employees because of any application of this Article shall not be compromised, resisted, defended, tried or appealed. Any such decision on the part of SBPEA shall not diminish SBPEA's defense or and indemnification obligations under this Agreement.
- (b) The County, immediately upon receipt of notice of such claim, proceeding or legal action shall inform SBPEA of such action, provide SBPEA with all information, documents, and assistance necessary for SBPEA defense or settlement of such action and fully cooperate with SBPEA in providing all necessary employee witnesses and assistance necessary for said defense. The cost of any such assistance shall be paid by SBPEA.

- (c) SBPEA upon its compromise or settlement of such action or matter shall immediately pay the parties to such action all sums due under such settlement or compromise. SBPEA, upon final order and judgment of a Court of competent jurisdiction awarding damages or costs to any employee, shall pay all sums owing under such order and judgment.

NON-DISCRIMINATION

ALL UNITS

SBPEA agrees to represent all employees in this unit in their employer-employee relations with the County.

The parties agree that the provisions of this Agreement shall be applied equally to all employees covered hereby without favor or discrimination because of race, color, sex, age, physical or mental handicap, national origin, political or religious opinions or labor organization affiliations.

The parties agree to support and promote the objectives of the County's Equal Employment Opportunity program.

NURSING PRACTICE COMMITTEE

PROFESSIONAL UNIT

Section 1 – Practice Committee

A Nurse Practice Committee of bargaining unit Registered Nurses at Arrowhead Regional Medical Center shall be established. The committee shall be comprised of one Nurse and one Nurse Manager from each of the following units/specialty areas:

- ICU (MICU, SICU)
- MED-SURG
- BURN
- SURGICAL SERVICES (to include PACU)
- PEDIATRICS
- OBSETRICS (L&D, POSTPARTUM)
- NICU (to include NEWBORN)
- EMERGENCY/TRAUMA
- OUPATIENT CLINICS

Employee representatives on the Committee shall be Registered Nurse representatives in the Professional Bargaining Unit selected by SBPEA from the units/specialty areas listed above.

The purpose of this committee shall be to consider and constructively recommend to the nursing administration ways and means to improve nursing practice and patient care, including health and safety matters, skills mix and floating.

Once per quarter the Director of Nursing shall meet with the Practice Committee. Whenever the committee makes a written recommendation to the Director of Nursing, he/she shall respond in writing within thirty (30) business days, unless SBPEA and the Director mutually agree that the time may be extended.

Section 2 – Release Time

Committee members shall receive one (1) hour per month paid release time to attend its meetings. The release time shall not be counted as hours worked for purposes of calculating overtime, and the work schedules of committee members shall not be adjusted to provide paid release time that would otherwise be off duty time. Attendance at meetings of the Nurse Practice Committee by employee representatives shall not unduly interfere with operations at ARMC, nor shall the County unreasonably deny participation of any employee representative on the Committee. SBPEA shall file with the affected Nurse Manager, Nursing Administration and the Human Resource Officer assigned to ARMC, a written list of all Nurses designated as a committee member. This list is to be kept current by SBPEA.

Section 3 – Term

The committee shall meet for a period of twelve (12) months. Any extension of the term of the Committee shall be subject to future negotiation and mutual agreement.

OBLIGATION TO SUPPORT

ALL UNITS

The parties agree that subsequent to the execution of this Agreement and during the period of time said Agreement is before the Board of Supervisors; neither SBPEA nor County Administration, nor their authorized representatives will appear before the Board of Supervisors individually or collectively to advocate any amendment, addition or deletion to the terms and conditions of this Agreement. It is further understood that this Article shall not preclude the parties from appearing before the Board of Supervisors nor meeting with individual members of the Board of Supervisors to advocate or urge the adoption and approval of this Agreement in its entirety.

OVERTIME

ALL - EXCEPT MANAGEMENT

Section 1 – General Provisions

- (a) Policy – It is the policy of the County to discourage overtime except when necessitated by abnormal or unanticipated workload situations. It is the responsibility of the appointing authority to arrange for the accomplishment of workload under their jurisdiction within a reasonable period of time. The County has the right to require overtime to be worked as necessary.
- (b) Definition – Overtime shall be defined as all hours actually worked in excess of forty (40) hours a work period or, in the case of the PROFESSIONAL and SUPERVISORY units, eighty (80) hours during a pay period. For purposes of defining overtime, paid leave time shall be considered as time actually worked; provided, however, that for employees in the PROFESSIONAL and SUPERVISORY units, time spent attending conferences, seminars and training programs shall not be considered as time actually worked.

Overtime shall be reported in increments of full fifteen (15) minutes and is non-accumulative and non-payable when incurred in units of less than fifteen (15) minutes. Overtime shall not affect leave accruals. Employees of the Arrowhead Regional Medical Center in the ADMINISTRATIVE SERVICES, CLERICAL, CRAFT, LABOR & TRADES, and TECHNICAL & INSPECTION Units, with mutual consent

of the appointing authority and the employees, may define overtime as hours worked over eight (8) in one day, or eighty (80) in a fourteen (14) day work period.

(c) Overtime Compensation – ADMINISTRATIVE SERVICES UNIT

- (1) Any employee authorized by the appointing authority or authorized representative to work overtime shall be compensated at premium rates, i.e., one and one-half (1-1/2) times the employee's regular rate of pay. Payment for overtime compensation shall be made on the first payday following the pay period in which such overtime is worked, unless overtime compensation cannot be computed until some later date, in which case overtime compensation will be paid on the next regular payday after such computation can be made.
- (2) In lieu of cash payment upon request of the employee and approval of the appointing authority, an employee may accrue compensating time off at premium hours. Except as provided below, cash payment at the employee's base rate of pay shall automatically be paid for any compensating time, which exceeds forty (40) hours, or for any hours on record immediately prior to promotion, demotion or termination of employment. For employees in the classifications of Criminalist I and Criminalist II cash payment at the employee's base rate of pay shall automatically be paid for any compensating time, which exceeds eighty (80) hours, or for any hours on record immediately prior to promotion, demotion or termination of employment. For employees in the classifications of Sheriff's Training Specialist I and Sheriff's Training Specialist II cash payment at the employee's base rate of pay shall automatically be paid for any compensating time which exceeds one hundred twenty (120) hours, or for any hours on record immediately prior to promotion, demotion or termination of employment.

(d) Overtime Compensation – CLERICAL, CRAFT, LABOR & TRADES, TECHNICAL & INSPECTION UNITS

- (1) Any employee authorized by the appointing authority or authorized representative to work overtime shall be compensated at premium rates, i.e., one and one-half (1-1/2) times the employee's regular rate of pay. Payment for overtime compensation shall be made on the first payday following the pay period in which such overtime is worked, unless overtime compensation cannot be computed until some later date, in which case overtime compensation will be paid on the next regular payday after such computation can be made.
- (2) In lieu of cash payment upon request of the employee and approval of the appointing authority, an employee may accrue compensating time off at premium hours. Cash payment at the employee's base rate of pay shall automatically be paid for any compensating time which exceeds eighty (80) hours, or for any hours on record immediately prior to promotion, demotion or termination of employment.

(e) Overtime Compensation – PROFESSIONAL UNIT

- (1) Except as provided below, any employee authorized by the appointing authority or authorized representative to work overtime shall be compensated at straight time compensating time off. Cash payment at the employee's base rate of pay shall automatically be paid for any compensating time off accumulated in excess of eighty (80) hours, or immediately prior to promotion, demotion or termination of employment. Payment for overtime compensation shall be made on the first payday following the pay period in which such overtime is payable, unless overtime compensation cannot be computed until some later date, in which case overtime compensation will be paid on the next regular payday after such computation can be made.

(2) Social Service Practitioners

- (i) Employees in the classification of Social Service Practitioner authorized by the appointing authority or authorized representative to work overtime shall be compensated at premium

rates, i.e., one and one-half (1-1/2) times the employee's regular rate of pay. Overtime shall be defined as all hours worked in excess of forty (40) hours in a work week. For purposes of defining overtime, paid leave time shall be considered as time actually worked. Payment for overtime compensation shall be made on the first payday following the pay period in which such overtime is worked, unless overtime compensation cannot be computed until some later date, in which case overtime compensation will be paid on the next regular payday after such computation can be made.

- (ii) In lieu of cash payment upon request of the employee and approval of the appointing authority, an employee may accrue compensating time off at premium hours. Except as provided below, cash payment at the employee's base rate of pay shall automatically be paid for any compensating time, which exceeds eighty (80) hours, or for any hours on record immediately prior to promotion, demotion or termination of employment.

(f) Overtime Compensation – SUPERVISORY UNIT

Any employee authorized by the appointing authority or authorized representative to work overtime shall be compensated at straight time compensating time off. Cash payment at the employee's base rate of pay shall automatically be paid for any compensating time off accumulated in excess of eighty (80) hours, or immediately prior to promotion, demotion or termination of employment. Payment for overtime compensation shall be made on the first payday following the pay period in which such overtime is payable, unless overtime compensation cannot be computed until some later date, in which case overtime compensation will be paid on the next regular payday after such computation can be made.

- (g) Variable Work Schedule – With the exception of the PROFESSIONAL and SUPERVISORY Units, an appointing authority with agreement of an affected employee, may arrange for that individual to take such time off as necessary to ensure that an employee's actual time worked does not exceed forty (40) hours within any given work period.

For employees in the PROFESSIONAL or SUPERVISORY Units, the appointing authority shall have the right to direct an employee to take such time off as is necessary to insure that an employee's actual time worked does not exceed eighty (80) hours within any given work period, or in the case of Social Service Practitioners, forty (40) hours within a given work week.

(h) Work Period

ADMINISTRATIVE SERVICES, CLERICAL, CRAFT, LABOR & TRADES and TECHNICAL & INSPECTION UNITS – The work period for purposes of overtime, established for employees in these Units commences at 12:01 a.m. Saturday and ends at 12:00 a.m. (midnight) the following Friday of each week. The work period normally does not exceed forty (40) hours. Employees may be assigned or authorized by the appointing authority to a 9/80 work schedule provided a work period is established and agreed to in writing by the appointing authority and the employee which includes forty (40) hours work in each work period. This provision does not otherwise limit the ability of the appointing authority to modify work schedules in accordance with the Article, "Standard Tour of Duty."

(i) Special Provisions – Medical Support

- (1) ADMINISTRATIVE SERVICES UNIT – Employees assigned to the hospital, mental or correctional institutions and who are respiratory therapists, respiratory care practitioners, or pulmonary function specialists shall be compensated for time worked in excess of four (4) hours over and above their regularly scheduled tour of duty at double time rates, i.e., two (2) times the employee's base hourly rate.

In lieu of cash payment, and upon mutual agreement of the appointing authority and the employee, an employee may accrue compensating time off at premium hours. Cash payment at the

employee's base rate of pay shall automatically be paid for any compensating time off accumulated in excess of forty (40) hours, or immediately prior to said employee being promoted.

- (2) PROFESSIONAL UNIT – Employees assigned to the hospital, mental or correctional institutions and who are laboratory technologists, physical therapists, occupational therapists, clinical biochemists, or registered nurses shall be compensated for time worked in excess of their regularly scheduled tour of duty or eighty (80) hours per pay period at premium rates, i.e., one and one-half (1-1/2) times the employee's base hourly rate. Further, such employees shall be compensated for time worked in excess of four (4) hours over and above their regularly scheduled tour of duty at double time rates, i.e., two (2) times the employee's base hourly rate.

In lieu of cash payment, and upon mutual agreement of the appointing authority and the employee, an employee may accrue compensating time off at premium hours. Cash payment at the employee's base rate of pay shall automatically be paid for any compensating time off accumulated in excess of eighty (80) hours, or immediately prior to said employee being promoted.

- (3) SUPERVISORY UNIT – Employees assigned to the hospital, mental or correctional institutions and who are registered nurses, assistant head nurses, head nurses, respiratory care practitioners, or laboratory technologists performing supervisory duties shall be compensated for time worked in excess of their regularly scheduled tour of duty or eighty (80) hours per pay period at premium rates, i.e., one and one-half (1-1/2) times the employee's base hourly rate. Further, such employees shall be compensated for time worked in excess of four (4) hours over and above their regularly scheduled tour of duty at double time rates, i.e., two (2) times the employee's base hourly rate.

In lieu of cash payment, and upon mutual agreement of the appointing authority and the employee, an employee may accrue compensating time off at premium hours. Cash payment at the employee's base rate of pay shall automatically be paid for any compensating time off accumulated in excess of eighty (80) hours, or immediately prior to said employee being promoted.

PAY PERIOD

ALL UNITS

A pay period shall be comprised of fourteen (14) calendar days. The first pay period under this Agreement shall commence at 12:01 a.m., December 29, 2001, and shall end at 12:00 a.m. (midnight) on the second Friday thereafter. Each subsequent fourteen (14) day period shall commence on the succeeding Saturday at 12:01 a.m. and shall end at midnight on the second Friday thereafter. The pay period and work week may be adjusted in accordance with FLSA requirements. Pay checks shall be issued on the second Thursday following the end of the preceding pay period, provided that the Auditor/Controller may issue pay checks at an earlier date if possible.

PAYROLL ADJUSTMENTS

ALL UNITS

In situations involving overpayment to an employee by the County, said employee shall be obliged to repay by payroll recovery the amount of overpayment within the time frame the overpayment was received by the employee. The Auditor-Controller's Office or Human Resources, when applicable, shall provide documentation showing the calculations of the overpayment to the employee. Extensions to the period for repayment of the overage may be requested by the employee, subject to the approval of the County's Auditor-Controller. Extensions will be approved only in the case of extreme hardship, and the extended period for repayment will not be longer than one and one-half times as long as the overpayment period. If the employee leaves employment prior to repayment of overage, the Auditor-Controller's Office shall

recover the amount owed from the employee's final pay. If the amount owed is greater than the employee's final pay, the Auditor-Controller shall initiate the collections process against the employee.

In situations involving underpayment to an employee by the County, the employee shall receive the balance due within the next pay period for which the adjustment can be made, following timely submission of appropriate documentation to the Auditor-Controller's Office, including necessary approval of the Appointing Authority and the Director of Human Resources.

In those situations where the employee has been underpaid by seven and one-half percent (7½%) or more of their base pay in the immediately preceding pay period, through no fault of their own, the employee may request an on-demand warrant to correct the error. The departmental payroll section shall complete the request for payroll adjustment and forward it and any necessary approval of the Appointing Authority to the Auditor Controller within one (1) working day of receipt of the employee's request. The Auditor-Controller's Office shall pay the employee the amount due within two (2) working days of receipt of the request for payroll adjustment from the department. For this Section, base pay shall be determined by multiplying the employee's base rate of pay by the number or hours in their usual work schedule.

The Director of Human Resources or designee must authorize payroll adjustments to correct any payroll error or omission for instances arising more than thirteen (13) pay periods prior to the request for payroll adjustment.

PAYROLL DEDUCTIONS

ALL UNITS

It is agreed that SBPEA membership dues and insurance premiums for plans sponsored by SBPEA shall be deducted by the County from the pay warrant of each employee covered hereby who files with the County a written authorization requesting that such deduction be made. Remittance of the aggregate amount of all membership dues and insurance premiums deducted from the pay warrants of employees covered hereby shall be made to SBPEA within thirty (30) days after the conclusion of the month in which said membership dues and insurance premiums were deducted.

The County shall not be liable to SBPEA, employees, or any party by reason of the requirements of this Article for the remittance of any sum other than that constituting actual deductions made from employee wages earned. SBPEA shall hold the County harmless for any and all claims, demands, suits, orders, judgments or other forms of liability that may arise out of or by reason of action taken by the County under this Article.

PHYSICAL FITNESS

ALL UNITS

The parties agree that physical and mental fitness of County employees are reasonable requirements to perform the duties of the job and instill public confidence. Recognizing these important factors, the parties agree that during the term of this Agreement the County with reasonable cause, may require medical and psychological assessments of employees provided the County pays and provides time off without loss of pay for such assessments. All such assessments shall be done by appropriately qualified health care professionals.

Medical and psychological reports shall be released to and retained by the Center for Employee Health and Wellness. The information in these reports shall only be released on a need-to-know basis, restricted to the purpose for which the examination was originally required, for the effective conduct of County business.

Any remedial or treatment action shall be the full responsibility of the employee, except as otherwise provided by law or as may be provided through the Employee Aid Assistance Program for County employees.

PREHEARING DISCUSSIONS

ALL UNITS

The parties agree that prior to submitting any matter within the appeal jurisdiction of the Civil Service Commission for adjudication, other than disciplinary matters, both parties shall discuss such matters at the earliest moment.

All parties agree to provide full disclosure and to extend good faith efforts to resolve disputes through these discussions.

Upon declaration of impasse by either or both parties, the matter may be submitted to the Civil Service Commission within five (5) working days of such declaration.

Nothing in this Article shall serve to waive the rights of the appellants or their representatives to the appeal procedure due to a lapse of time resulting from such prehearing discussions.

PROBATIONARY PERIOD

ALL UNITS

With the exception of the classifications listed below, the probationary period for positions in these units shall be as shown on the table below:

Bargaining Unit	No. of Service Hours in Probationary Period	Exceptions	No. of Service Hours in Probationary Period for Excepted Class(es)
Administrative Services	1,600	N/A	
Clerical	1,040	N/A	
Craft, Labor & Trades	1,040	N/A	
Management	1,600	N/A	
Professional	1,600	N/A	
Supervisory	1,600	Supervising Child Support Field Investigator	2,080
Technical & Inspection	1,040	Child Support Field Investigator Sheriff's Communications Dispatcher I, II	2,080

The probationary period ends at the end of the day in which the employee has completed the required number of service hours.

The probationary period will be automatically extended for each hour during which the employee is on leave without pay. In situations where the employee is on continuous paid sick leave for eighty (80) or more consecutive hours, or on modified duty for occupational or non-occupational reasons, the probationary period may be extended at the discretion of the appointing authority. Such extension is in addition to the fifteen (15) pay period extension allowed by the Personnel Rules.

PROMOTIONS

ALL UNITS

A promotion is the appointment of an employee from one classification to a classification having a higher base salary range. A promoted employee shall receive at least the entrance rate of the new range or approximately a five percent (5%) salary increase whichever is greater; provided that no employee is thereby advanced above step 11 of the higher base salary range. At the discretion of the appointing authority and with the approval of the Director of Human Resources or designee, an employee may be placed at any step within the higher base salary range. Promotions shall be effective only at the beginning of a pay period unless an exception is approved by the Director of Human Resources or designee.

PROVISIONS OF LAW

ALL UNITS

It is understood and agreed that this Agreement is subject to all current and future applicable Federal and State laws and regulations and the current provisions of the Charter of the County of San Bernardino. If any part or provision of this Agreement is in conflict or inconsistent with such applicable provisions of those Federal, State, or County enactments or is otherwise held to be invalid or unenforceable by any court of competent jurisdiction, such part or provisions shall be suspended and superseded by such applicable law or regulations, and the remainder of this Agreement shall not be affected thereby. If any part or provision of this Agreement is suspended or superseded, the parties agree to reopen negotiations regarding the suspended or superseded part or provision with the understanding that total compensation to employees under this Agreement shall not be reduced or increased as a result of this Article. The parties hereto agree to refrain from initiating any legal action or taking individual or collective action that would invalidate Articles of this Agreement.

RECRUITMENT AND REFERRAL BONUS PROGRAMS

ALL UNITS

- (a) General – The County shall make available to Appointing Authorities Recruitment and Referral Incentive Programs to assist in the recruitment and appointment of qualified individuals into hard-to-recruit regular positions in these Units, in accordance with the guidelines established herein.
- (b) Program Applicability – Appointing Authorities may request authorization to apply the Recruitment and/or Referral Bonus Program(s) to assist in filling regular positions in their departments. To apply, said position/classification must have had historical/demonstrable recruitment difficulty. The Human Resources Director shall have the sole authority to determine the applicability and duration of these program(s) to each requested position/classification and shall certify applicability of the Program(s) for each position, by assignment, department, and beginning and ending dates. The Human Resources Director shall provide SBPEA with a list of all classifications or positions subject to these programs upon his or her certification, along with the duration of the program for each certification. Such determinations shall not be subject to the Grievance Procedure, or any other review or appeal.
- (c) Recruitment Bonus – An employee hired into a regular position/classification certified for participation in this Program shall be eligible to receive recruitment bonuses in accordance with the following:
 - (1) Bonus Amount and Method of Payment – The eligible employee hired into a position/classification certified for participation in the Program shall receive five hundred dollars (\$500.00) upon hire. An additional one thousand dollars (\$1,000.00) shall be paid to the employee upon completion of 2,080 service hours in the position/classification for which the original bonus was granted. Each bonus payment shall be considered taxable income and subject to withholding.

(2) Limitations and Exclusions

- (i) No bonus will be paid for any candidate whose name was placed on the eligible list for positions in the classification prior the beginning date certified by the Director of Human Resources for that classification to be eligible for participation in the Referral Bonus Program. Similarly, no bonus will be paid for any candidate whose name was placed on the eligible list for positions in the classification after the ending date certified by the Director of Human Resources for that classification to be eligible for participation in the Referral Bonus Program.
 - (ii) The bonus payment shall not be considered in determining regular rate of pay for purposes of computing overtime compensation; nor shall it be considered earnable compensation for purposes of retirement.
 - (iii) The Appointing Authority shall have sole responsibility and authority to determine eligibility for the 2nd installment of the recruitment bonus. Such determination shall not be subject to review or appeal.
- (d) Referral Bonus – Any employee in a regular position who refers a qualified candidate for a position/classification certified for participation in this Program who is subsequently hired into the regular position may receive a referral bonus in accordance with the following:
- (1) Method of Referral – To be eligible for the recruitment bonus, the County Application for Employment must contain the name of the referring employee on Item 13 of the application.
 - (2) Bonus Amount and Method of Payment – The referring employee shall receive a bonus of two hundred and fifty dollars (\$250.00) for each referred candidate actually hired into an eligible regular position. An additional five hundred dollars (\$500.00) shall be paid upon that new employee's completion of 2,080 service hours. Said bonus shall be considered taxable income and subject to withholding.

(3) Limitations and Exclusions

- (i) No bonus will be paid for any candidate whose name was placed on the eligible list for positions in the classification prior the beginning date certified by the Director of Human Resources for that classification to be eligible for participation in the Referral Bonus Program. Similarly, no bonus will be paid for any candidate whose name was placed on the eligible list for positions in the classification after the ending date certified by the Director of Human Resources for that classification to be eligible for participation in the Referral Bonus Program.
- (ii) Individuals assigned to employee recruitment as a primary function of their position shall not be eligible to receive this Bonus.
- (iii) In cases where more than one employee is named as a "referring party," the recruitment bonus shall be equally split between the referring employees.
- (iv) In cases where the referred employee resigns, transfers out of the eligible position, or is terminated prior to completion of 2,080 service hours, the additional \$500 shall not be paid.
- (v) The referral bonus payment shall not be considered in determining regular rate of pay for purposes of computing overtime compensation; nor shall it be considered earnable compensation for purposes of retirement.
- (vi) The Appointing Authority shall have sole responsibility and authority to determine eligibility for the 2nd installment of the recruitment bonus. Such determination shall not be subject to review or appeal.

(e) This Article may be deleted by the County at the conclusion of this Agreement.

RECRUITMENT/RETENTION SALARY ADJUSTMENT

ALL UNITS

The Director of Human Resources shall have the sole authority to recommend application of a recruitment/retention salary adjustment for increased compensation only in situations where the Director of Human Resources or designated representative has determined such a need exists. Prior to implementation, the Director of Human Resources or designated representative shall meet and consult with the San Bernardino Public Employees Association. Such recommendation is at the sole discretion of the Director of Human Resources not to exceed the term of the existing Memorandum of Understanding, subject to the Board of Supervisors review and approval.

RECURRENT EMPLOYMENT

ALL UNITS - EXCEPT MANAGEMENT

A recurrent appointment shall mean an appointment which is made for an indefinite period of time to provide for on-call or intermittent staffing needs related to variable workload/service demands attendant to such things as fluctuating census or population in institutions, special projects, and annually recurring seasonal peak workloads. Recurrent employees may remain on the payroll system year round for an indefinite period of time, and may be scheduled to work as needed over the course of one (1) or more years. Employees may not exceed 1,600 hours in a year without the express approval of the Director of Human Resources. Recurrent employees shall be compensated on an hourly basis only for hours actually worked unless otherwise provided for in this Agreement or required by law. Recurrent employees shall be eligible for step advancement based upon completed service hours and satisfactory service in accordance with the Article "Salary Rates and Step Advancements."

Until July 12, 2002, recurrent employees shall accrue up to eighty (80) hours vacation time annually on a pro-rata basis. Such vacation allowance shall be available for use on the first day following the payroll period in which it is earned, provided that the employee has previously worked a total of 1,040 hours or more. Any vacation leave earned through July 12, 2002, shall remain available for the employee's use.

Under unusual circumstances and with the approval of the appropriate appointing authority(ies) and the Director of Human Resources, an employee in a regular position may choose to work in a recurrent capacity for the same or another appointing authority and be compensated as such pursuant to this Article, except for any vacation entitlement.

Recurrent employees shall participate in the County's PST Deferred Compensation Plan in lieu of participation in any other retirement plan, program, or benefit. Said employees shall contribute 5% of the employee's biweekly gross earnings, and the County shall contribute 2.5% of the employee's biweekly gross earnings. The employee's contributions to PST Deferred Compensation shall be automatically deducted from the employee's earnings. Maximum total contributions shall be 7.5% of the employee's maximum covered wages for Social Security purposes. Employees shall enroll in the Plan on forms approved by the Human Resources Division Chief, Employee Benefits & Services. This paragraph shall not apply to any employee who is otherwise covered by the County Retirement System.

REEMPLOYMENT

ALL UNITS

- (a) A regular employee who has terminated County employment, and who is subsequently rehired in the same classification in a regular position within one (1) year (i.e., beginning the first day of work by the 365th calendar day), may receive restoration of salary step, vacation accrual rate, sick leave balance (unless the employee has received payment for unused sick leave in accordance with the Article on "Leave Provisions") and the Retirement Plan contribution rate (provided the employee complies with any requirements established by the Retirement Board), subject to the approval and conditions established by the appointing authority and the Director of Human Resources or designee. Such employees begin accruing vacation and sick leave and may utilize the same immediately. The employee shall be required to serve a new probationary period, unless waived by the Director of Human Resources or designee. The employee shall be provided a new date of hire for purposes of County seniority.
- (b) A regular employee who has terminated County employment and who is subsequently rehired to a regular position in the same job family within one (1) year (i.e., beginning the first day of work by the 365th calendar day), may receive restoration of vacation accrual rate, sick leave, and retirement contribution rate in the same manner as described above. Such employees begin immediately accruing vacation and sick leaves and may utilize the same immediately. The employee shall be required to serve a new probationary period, unless waived by the Director of Human Resources or designee. The employee shall be provided a new date of hire for purposes of County seniority.
- (c) A regular employee who has terminated County employment, and who is subsequently rehired to a regular position in another job family within a ninety (90) calendar day period, must begin the first day of work within ninety (90) calendar days and beginning the first day of work by the ninety-first (91) day, may receive restoration of salary step (in the instance of rehire in a classification at the same pay range as the position originally held), vacation accrual rate, sick leave and retirement contribution rate in the same manner as described above. The employee shall be required to serve a new probationary period, unless waived by the Director of Human Resources or designee. The employee shall be provided a new date of hire for purposes of County seniority.
- (d) Reemployment from Layoff – A regular employee who has been laid off from County employment and is subsequently rehired to a regular position within one (1) year shall receive restoration of vacation accrual rate, and sick leave in the same manner as described above. Restoration of retirement contribution rate shall be in accordance with applicable state law and in compliance with any requirements established by the Retirement Board.
- (e) For purposes of this Article, a regular employee shall mean an employee in a regular position who held regular status in any classification during the previous period of County employment.

RELOCATION ASSISTANCE

ALL UNITS

(a) In-Service Relocation Assistance

Employees in regular positions who are required by order of their appointing authority to change their principal place of residence because of a reassignment to meet the needs of the service or because of layoff will be granted time off with pay not to exceed two (2) working days and up to four hundred dollars (\$400.00) reimbursement towards the actual cost of relocating their personal furnishings and belongings.

(b) Recruitment Relocation Assistance

To assist with the recruitment and appointment of qualified individuals to hard-to-recruit positions/classifications, upon request of the appointing authority, the Human Resources Director may authorize reimbursement of a new employee's relocation-related expenses incurred as a result of accepting employment with the County as follows:

<u>Miles Relocated</u>	<u>Maximum Reimbursement</u>
500 - 1,000 miles	\$1,000
1,001 - 2,000 miles	\$2,000
More than 2,000 miles	\$2,500

Such reimbursement may be provided to employees upon initial employment with the County, provided that the employee (1) is appointed to a regular position; (2) submits original receipts documenting expenses incurred; and (3) agrees to remain employed in the regular position for at least twelve (12) months.

If the employee voluntarily resigns employment prior to completion of twelve (12) months service, the employee shall be required to reimburse the County for any payment made under this Article. If the employee fails to reimburse the County, action shall be taken to recover the amount owed via payroll recovery from the employee's final pay.

RENEGOTIATION

ALL UNITS

In the event either party hereto desires to negotiate a successor Agreement, such party shall serve upon the other during July 2004, any written request to commence negotiations, as well as its written proposals for such successor Agreement. Upon receipt of such written proposals, negotiations shall begin no later than thirty (30) calendar days after such receipt.

The first order of business shall be negotiation of ground rules. By conclusion of the second meeting, ground rules shall be established regarding the form and procedure for exchanging further proposals and counter-proposals.

SUPERVISORY UNIT

SBPEA and the County agree to re-opener negotiations on matters within the scope of representation for employees in the classifications of Supervising Deputy District Attorney and Supervising Deputy Public Defender at such time as the County adopts a collective bargaining agreement with the San Bernardino County Professional Attorneys Association for the "Attorneys Unit."

MANAGEMENT UNIT

SBPEA and the County agree to re-opener negotiations on matters within the scope of representation for employees in the classifications of Probation Division Director I and II at such time as the County adopts a collective bargaining agreement with the San Bernardino County Safety Employees Association for the "Limited Peace Officer – Supervisory Unit."

REST PERIODS

ALL UNITS – EXCEPT MANAGEMENT

Employees shall be entitled to rest periods in accordance with the schedule contained herein. Rest periods shall be scheduled in accordance with the requirements of the department, but in no instance shall rest periods be scheduled within one (1) hour of the beginning or ending of a tour of duty or meal period, nor shall such time be accumulative nor used to report to work late or leave early. Rest periods shall be considered as time worked. Employees required to work beyond their regular tour of duty shall be granted a ten (10) minute rest period for each two (2) hours of such work.

Regularly Scheduled Tour of Duty	Number and Limit of Rest Period
After 3 hours and through 6 hours	One – 15 Minute Rest Period
After 6 hours and through 8 hours	Two – 15 Minute Rest Periods
After 8 hours and through 10 hours	Two – 20 Minute Rest Periods
After 10 hours	One – 25 Minute Rest Period and One – 20 Minute Rest Period

RETIREMENT MEDICAL TRUST FUND

MANAGEMENT UNIT

Effective December 27, 2002, a Retirement Medical Trust Fund will be established for eligible employees in the Management Unit. Eligible employees are those employees with ten (10) or more years of participation in the San Bernardino County Employees' Retirement Association (SBCERA) or those individuals who contributed to a public sector retirement system or systems over a ten (10) year period and did not withdraw his/her contributions from the retirement system(s), and who retire with a service retirement. Employees who wish to receive credit for participation in other public retirement systems must provide the Plan Administrator written evidence of participation and that contributions made to the system(s) have not been withdrawn.

The Trust is administered by a Board of Trustees who manages resources of the Trust and determines applicable administrative fees for managing the Trust Fund. The Trustees insure that payments of qualified medical expenses incurred by retirees or their eligible dependents are properly reimbursed. The Trust will establish individual accounts for each participant who will be credited with interest earnings/losses based on the investment performance of the participant's individual account. All of the contributions to the Trust Fund will be treated for tax purposes as employer, non-elective contributions resulting in tax-free contributions for the County. All of the distributions from the Trust Fund made to retirees or their eligible dependents for the reimbursement of qualified medical expenses as defined by the Internal Revenue Codes (including medical insurance payments) will also be non-taxable to the retiree or the retiree's eligible dependent(s).

At retirement, all eligible employees will be required to contribute the cash value of their unused sick leave balances to the Trust, in accordance with the conditions described below.

<u>Amount of Remaining Sick Leave</u>	<u>Cash Formula Value</u>
<u>Hours</u>	
480 or less	30%
481 to 600 hours	35%
601 to 720 hours	40%
721 to 840 hours	45%
841 to 1,200 hours	60%

Employees retiring from the County with a disability retirement are not eligible to contribute the cash value of their unused sick leave balances to the Trust. These employees will be compensated for their unused sick leave in accordance with the Leave Provisions Article, Section 1(i), Sick Leave Cash-out.

The Trust is a Voluntary Employees Benefit Association (VEBA) and will comply with all of the provisions of Section 501(c)(9) of the Internal Revenue Code.

RETIREMENT SYSTEM CONTRIBUTIONS

ALL UNITS

Section 1 – Eligibility

Under the provisions of the County Employee's Retirement Law of 1937, all employees in regular positions who are scheduled to work for a minimum of forty (40) hours per pay period shall become members of the San Bernardino County Employees Retirement Association (SBCERA).

Exception: Employees first hired at age 60 or over may choose not to become a member of SBCERA at the time of hire. If this election is made, the employee will participate in the County's PST Deferred Compensation Retirement Plan. Said employee shall contribute five percent (5%) of the employee's biweekly gross earnings and the County shall contribute two and one-half percent (2.5%) of the employee's biweekly gross earnings. The employee's contributions to the PST Deferred Compensation Retirement Plan shall be automatically deducted from employee's earnings. Maximum total contributions shall be seven and one-half percent (7.5%) of the employee's maximum covered wages for Social Security purposes. Employees shall enroll in the Plan on forms approved by the Human Resources Division Chief, Employee Benefits and Services.

Employees who made the election not to be a member of the SBCERA prior to December 30, 2000, and were receiving the County's seven percent (7%) pick up in cash as described in Section 2 of this Article, shall continue to receive the seven percent (7%) retirement pick up. Employees who make this election on or after December 30, 2000, shall not be provided the pick up as described in Section 2.

Section 2 – County Contributions

For all eligible employees, the County will pick up a portion of the employees required contribution to the San Bernardino County Employees Retirement Association in the amount of seven percent (7%) of the employee's earnable compensation as defined in the San Bernardino County Retirement Board bylaws.

The employee must choose to have the contributions designated as all employer or all employee contributions for retirement purposes. If the employee designates the pickup as employer contributions, then for each dollar applied, the employee's retirement obligation shall be satisfied in the amount of the actuarial value of that dollar to the Retirement Association as determined by the Board of Retirement; and the employee may not withdraw this contribution from the Retirement Association.

If the employee designates the pickup as employee contributions, then for each dollar applied, the employee's retirement obligation shall be satisfied in the amount of one dollar; and upon separation without retirement, an employee may withdraw this contribution from the Retirement Association. Upon retirement or separation, all contributions applied under this Section will be considered for tax purposes as employer-paid contributions.

If the employee does not file a designation, the contributions shall be made as employee contributions. Employees receiving Retirement System contributions under the Benefit Plan in effect prior to the effective date of this Article shall continue to have contributions under this Article applied (as employer or employee contributions for retirement purposes) in the same manner as previously applied for the employee until a revised designation is made by the employee.

Any dollars which are remaining after all retirement system obligations are fully satisfied shall be paid to the employee in cash.

Section 3 – Remaining Employee Contributions

Any employee Retirement System contribution obligations which are not paid by the application of Section 1 of this Article shall be “picked up” for tax purposes only pursuant to this Section. The Auditor/Controller-Recorder shall implement the pick up of such Retirement System contributions under Internal Revenue Code Section 414(H)(2) effective with the earnings paid and contributions made on and after the effective date of this Article.

The County shall make member contributions under this Section on behalf of the employee, which shall be in lieu of the employee’s contributions and such contributions shall be treated as employer contributions for purposes of reporting and wage withholding under the Internal Revenue Code and the Revenue and Taxation Code. The amounts picked up under this Section shall be recouped through offsets against the salary of each employee for whom the County picks up member contributions. These offsets are akin to a reduction in salary and shall be made solely for purposes of income tax reporting and withholding. The member contributions picked up by the County under this Section shall be treated as compensation paid to County employees for all other purposes. County paid employer contributions to the County’s Retirement System under this Section shall be paid from the same source of funds as used in paying the salaries of the affected employees. No employee shall have the option to receive the Retirement System contribution amounts directly instead of having them paid to the County Retirement System.

Upon retirement or separation, all contributions picked up under this Section will be considered for tax purposes as employer-paid contributions. Contributions under this Section shall be applied (as all employer or all employee contributions with the same value and restrictions) for Retirement System purposes in the same manner as the contributions under Section 1 of this Article.

Section 4 – Special Provisions

Employees who have thirty (30) years of service credit and no longer make retirement contributions under the provisions of the County Employees’ Retirement Law of 1937, shall be paid in cash seven percent (7%) of earnable compensation as defined by the bylaws of the Retirement Board.

The provisions of this Article shall be applied each pay period.

Section 5 – Survivor Benefits for General Retirement Members Administered by San Bernardino County Employees Retirement Association (SBCERA)

Survivor Benefits are payable to employed general retirement members with at least 18 months continuous retirement membership pursuant to Section 31855.12 of the County Employees Retirement Law of 1937. An equal, non-refundable employer and employee biweekly contribution will be paid to SBCERA as provided in annual actuarial study.

RETURN-TO-WORK COMPENSATION

ALL UNITS – EXCEPT MANAGEMENT

Section 1 – Purpose

Return-to-work compensation is designed to compensate employees for being available to return to work with limited notice and for hours not previously regularly scheduled. There are three (3) types of return-to-work compensation covered by this Article: on-call, standby, and call-back. Assignment and approval of return to work compensation shall be made by the appointing authority or designee based upon the needs of the service.

Section 2 – On-Call Compensation

(a) This Section shall not apply to employees in the Professional or Supervisory Units.

- (b) On-call duty requires the employee to return a call or page as soon as practicable but not to exceed thirty (30) minutes.
- (c) Employees assigned to be on-call shall: (1) leave a telephone number where they can be reached or wear a communicating device; and (2) be able to report to their work site within one (1) hour after notification. Employees can also be given a designated time of more than one (1) hour to report by the appointing authority or designee.
- (d) While assigned to on-call duty, the employee shall be free to use the time for his or her own purposes.
- (e) On-call duty shall be compensated at the rate of three dollars and twenty-five cents (\$3.25) for each full hour of duty or portion thereof. On-call time shall not count as hours worked.
- (f) The employee shall not receive on-call compensation once the employee begins work.

Section 3 – Standby Compensation

- (a) Standby duty requires the employee to return a call or page as soon as practicable but not to exceed ten (10) minutes.
- (b) Employees assigned to standby duty shall: (1) leave a telephone number where they can be reached or wear a communicating device; and (2) after being told to report to work, the employee shall arrive at the work site no later than the time it takes to commute between the employee's home and the work site. Employees can also be given a designated time to report by the appointing authority or designee.
- (c) For employees in the Professional and Supervisory Units, standby duty shall be compensated at the rate of \$3.50 for each full hour of duty or portion thereof. For employees in the Professional and Supervisory Units, standby duty shall not count as hours worked.
- (d) For employees in the Administrative Services, Clerical, Craft, Labor & Trades, and Technical & Inspection Units, standby pay shall be compensated at minimum wage as provided by the California Industrial Welfare Commission for each full hour of standby duty or portion thereof. Standby hours under this provision shall count as hours worked for overtime purposes.

Examples of application of this provision for computing overtime:

Employee earning \$10.00 per hour works 40 hours in a work period, plus 20 hours of standby.

40 hours x \$10.00 (base salary rate) ¹	=	\$400.00
20 hours x \$ 6.75 (minimum wage)	=	<u>135.00</u>
		\$535.00

\$535.00 divided by 60 hours worked (regular rate of pay) ²	=	\$ 8.92
\$8.92 x 1-1/2 (overtime rate)	=	\$13.38

Pay for this week would be:

40 hours x \$ 8.92 (regular rate of pay)	=	\$356.80
20 hours x \$13.38 (overtime rate)	=	<u>\$267.60</u>
TOTAL PAY	=	\$624.40

¹Base salary rate is defined in Salary Adjustment, Section 2.

²Regular rate of pay is defined within the requirements of the Fair Labor Standards Act to include all remuneration for employment paid to the employee. When more than one rate of pay is paid for hours worked, the regular rate of pay is calculated using the weighted average of the rates of pay.

(e) The employee shall not receive standby compensation once the employee begins work.

Section 4 – Call-Back Compensation

- (a) Call-back pay is used when an employee in a regular position returns to active duty and the work site at the request of the appointing authority or designee after said employee has been released from active duty and has left the work site. An employee need not be assigned to on-call or standby duty to receive call-back compensation.
- (b) Call-back compensation shall be paid in the following manner. The employee shall be paid for two (2) hours at one-time the base hourly rate of pay for each call-back occurrence. Said compensation shall be in lieu of any travel time and expense to and from home and the first or last work contact point. All time actually worked shall be considered as time actually worked for purposes of the Article on "Overtime."
- (c) Employees shall not be eligible for call-back pay in the following situations: (1) special tours of duty scheduled in advance; (2) the employee is called back within two (2) hours of the beginning of a scheduled tour of duty; or (3) the employee is not required to leave home. The employee shall report all time actually worked within a pay period. Such time shall be accumulative and shall be considered as time actually worked for the purposes of the Article on "Overtime."

SALARY ADJUSTMENTS

ALL UNITS

Section 1

All units shall receive pay increases of two percent (2%) effective January 12, 2002, and one percent (1.0%) effective July 13, 2002, and three percent (3.0%) effective July 12, 2003, and three percent (3.0%) effective July 10, 2004. As a result of this increase, the base salary ranges and rates shall be applicable on the dates indicated for all classifications in this Unit. (See Appendix B for individual classification listing.)

Section 2

For purposes of this Agreement, base salary range shall mean the salary range assigned to a specific classification as provided in Appendix B. Base salary rate shall mean the hourly rate of pay established pursuant to Section 1 herein or the hourly rate of pay established pursuant to the step placement within the base salary range as provided in this Agreement as appropriate. Salary ranges shall be those provided in the Basic Salary Schedule contained in the existing County Code.

Section 3

The parties, having jointly reviewed and considered all available factors, including those referred to in Section 13.019(f) of the San Bernardino County Code, further agree that the recommended salary ranges set forth herein are consistent with the requirements of Sections 13.019(f) and 13.0210(f) of the San Bernardino County Code.

Section 4

Positions in the class of Public Service Employee (PSE) are assigned to entry level duties in a variety of fields and occupations. Positions may only be allocated as Extra Help or Recurrent and, as such, are in the

unclassified service. For layoff purposes, Public Service Employee (PSE) positions are deemed to be the same classification as those positions performing substantially the same duties.

A Public Service Employee (PSE) range is established with a starting step of \$6.75 per hour and steps progressing at \$0.25 per hour up to a maximum of \$15.25 per hour. Increases to salary ranges for this Unit do not apply to Public Service Employees unless specified in this Section.

Public Service Employees may be hired at any step within the pay range as determined by the appointing authority commensurate with their education and/or training and duties to be performed. Notwithstanding any other provision in this Agreement, step advances are at the discretion of the appointing authority after completion of not less than 1,040 hours worked for each step.

SALARY RATES AND STEP ADVANCEMENTS

ALL UNITS

New employees shall be hired at step 1 of the established base salary range, except as otherwise provided in this Agreement. Variable entrance steps may be established if justified by recruitment needs through step 5 with the approval of the appointing authority and through step 11 with the approval of the Director of Human Resources or designee.

Within the base salary range, all step advancements will be made at the beginning of the pay period following the pay period in which the employee completes the required number of service hours. Approval for advancement shall be based upon completion of required service hours in the classification, satisfactory work performance and appointing authority recommendation. An employee whose step advancement is denied shall not be eligible for reconsideration for step advancement except as provided in the Article, "Merit Advancements."

Completed service hours shall be defined as regularly scheduled hours in a paid status, up to 80 hours per pay period. Overtime hours and time without pay shall not count toward step advancements. Step advancements within a base salary range shall be based upon two (2) step increments. The employee shall be eligible for the first step advancement after completion of 1040 hours and subsequent step advancements after completion of 2080 hours.

EXAMPLES:

Hire step	1	4
After 1,040 hours*	3	6
After additional 2,080 hours*	5	8
After additional 2,080 hours*	7	10
After additional 2,080 hours*	9	11
After additional 2,080 hours*	11	N/A

*Assumes satisfactory work performance and appointing authority recommendation.

The Director of Human Resources or designee may authorize the adjustment of the salary step or salary rate of an employee to maintain salary equity within the system, to prevent undue hardship or unfairness due to the application of any rule or policy, or to correct any salary inequity. The Director of Human Resources or designee may authorize the adjustment of the salary step or salary rate of an employee to correct any payroll error or omission, including any such action which may have arisen in any prior fiscal year.

The following applies to all of the classes with extended ranges listed below:

MANAGEMENT UNIT

The following special provisions apply to the Public Health Manager:

- (a) Extended salary range XN shall be established for the Classification of Public Health Manager and shall consist of 7 successive levels comprised of 17 steps, commencing with Step 1 of range 63 and continuing through step 11 of range 69.
- (b) Placement upon the range will be determined as follows:
 - (1) Employees whose position scores one (1) point shall be placed at the XN level 0; those scoring two (2) points, shall be placed at XN level 3; those scoring three (3) or more points shall be placed at XN level 6.
 - (2) Position assignments requiring special license/certification by law, statute, or ordinance may be granted additional points, if job market availability warrant such an adjustment, as determined by the Director of Public Health subject to the approval of the Director of Human Resources.
 - (3) Position assignments with demonstrated recruitment/retention difficulties, may be placed at any higher level as necessary. Such adjustments shall only apply in situations where the Director of Human Resources or designee has determined that such a need exists.
 - (4) Placement and advancement within each level shall be governed by the Agreement Article, "Salary Rates and Step Advancements" to a maximum of six (6) merit advancements within a classification not to exceed step 11 of the level to which the position is allocated.
 - (5) Positions shall be reevaluated every three (3) years. Positions may be reevaluated at less than three (3) year intervals if deemed necessary by the Director of Public Health.
- (c) It is recognized that the periodic reevaluations of positions as well as reassignments may result in incumbents/positions being allocated to higher or lower levels within the extended range. Such changes shall be implemented as follows:
 - (1) Where the reevaluation results in allocation to a higher level within the extended range, the employee shall receive at least step 1 of the appropriate extended range level or a five percent (5%) salary increase, whichever is greater; provided that no employee is thereby advanced above step 11 of the appropriate extended range level. At the discretion of the appointing authority and with the approval of the Director of Human Resources, an employee may be placed at any step within the higher extended range level. The same principal shall apply if an employee in an incumbent position is reassigned to a position allocated to a higher level within the extended range.
 - (2) Where the reevaluation would result in a decrease in base compensation, the employee shall be retained at the same salary rate, provided that the salary rate does not exceed step 11 of the extended range level to which the position has been allocated, except that such an employee may be placed on an "X" step in accordance with the provisions of the Article on "Classification, Section 2(b)," with the approval of the appointing authority and the Director of Human Resources. The same principal shall apply if an employee is reassigned to a position assignment for which the maximum rate of pay is lower for non-disciplinary reasons.
 - (3) The appointment of an employee to a position assignment for which the maximum rate of pay is lower for disciplinary reasons, shall result in the employee being placed the step within the appropriate extended range level for the position assignment as provided in the Order of Demotion.

- (4) Placement in a higher level position will result in the employee being placed on probation. Such probationary period shall be 1,600 service hours. The probationary period will be automatically extended for each pay period during which the employee has forty (40) or more hours without pay.
- (d) For purposes of applying provisions under the Layoff and Reemployment Articles, each successive level in the extended range shall be considered a separate classification.
- (1) Each position assignment will be evaluated applying the following variables, established in the Department of Public Health's final budget approved by the Board of Supervisors:
- (i) Program expenditures in budgeted dollars. (V1)
 - (ii) Program staff size in number of budgeted position FTEs (Full Time Equivalents). (V2)
 - (iii) Section staff size in number of budgeted positions over which Manager has sectional responsibility as designated by the Department. (V3)
- (2) The variables for each position assignment will be converted to a standardized score (Z-Score) [a number (expressed in units of standard deviation) that measures how close any given measurement is to the mean of all the measurements for each variable], resulting in V1N, V2N, and V3N, respectively.
- (3) Program size (V4) for each position assignment, defined as an average of the resultant Z-Scores for program budget and staff, will be calculated as follows:

$$V4 = \frac{V1N + V2N}{2}$$

- (4) Job size (V5) for each position assignment, defined as a weighted (4:1) average of program size and section staff will be calculated as follows:

$$V5 = \frac{.8(V4) + .2(V3N)}{2}$$

- (5) Scores will be converted to points as follows:
- (i) Positions with scores less than 0.35 shall receive one (1) point.
 - (ii) Positions with scores between 0.35 and 0.14 (inclusive) shall receive two (2) points.
 - (iii) Positions with scores of 0.15 or greater shall receive three (3) points.

PROFESSIONAL UNIT

- (a) The following special provisions apply to Clinical Therapists:

- (1) Extended salary range XE shall be established for the classification of Clinical Therapist, Prelicensed and shall consist of ten (10) successive levels comprised of 20 steps.

Employees possessing a Master's Degree or Ph.D. in marriage, family, and child counseling prior to qualifying for a license through the State of California, shall be placed on range XE, steps 2 through 12. Employees holding a Master's Degree or Ph.D. in social work, prior to qualifying for a license through the State of California, shall be placed on range XE, steps 4 through 14. Employees holding a Ph.D. in psychology prior to qualifying for a license from the State of California shall be placed on range XE, steps 10 through 20.

Clinical Therapists, Prelicensed must have valid waivers from the California Board of Behavioral Sciences Examiners (MSW and MFCC) and will be terminated if proof of licensure is not presented within two (2) pay periods after expiration of such waiver. Promotion to the appropriate pay level and step of the Clinical Therapist I class will occur at the beginning of the next pay period following submission of proof of licensure.

- (2) Extended salary range XG shall be established for the classification of Clinical Therapist I and shall consist of 18 steps.

Employees who are Licensed Marriage, Family and Child Counselors shall be placed on range XG steps 2 through 12. Employees who are Licensed Clinical Social Workers shall be placed on range XG, steps 2 through 12. Employees who are Licensed Psychologists shall be placed on range XG, steps 8 through 18.

- (3) Extended salary range XI shall be established for the classification of Clinical Therapist II and shall consist of 18 steps.

Employees who are Licensed Marriage, Family and Child Counselors shall be placed on range XI, steps 2 through 12. Employees who are Licensed Clinical Social Workers shall be placed on range XI, steps 2 through 12. Employees who are Licensed Psychologists shall be placed on range XI, steps 8 through 18.

- (b) The following special provisions apply to Psychiatrists:

Extended salary range XM shall be established for the classification of Psychiatrist and shall consist of 13 steps. An employee in this class shall be placed at XM, steps 1 through 11, but if the Psychiatrist is also certified as a Diplomate by the American Board of Psychiatry and Neurology, the pay rate shall be XM, steps 3 through 13.

- (c) The following provisions apply to the Pediatric Rehabilitation Therapist series:

- (1) Extended salary range XH shall be established for the class of Pediatric Rehabilitation Therapist I and shall consist of 19 steps.
- (2) Extended salary range XJ shall be established for the class of Pediatric Rehabilitation Therapist II and shall consist of 19 steps.
- (3) Extended salary range XK shall be established for the class of Pediatric Rehabilitation Therapist III and shall consist of 19 steps.
- (4) Extended salary range XD shall be established for the class of Pre-Registered Pediatric Rehabilitation Therapist and shall consist of 19 steps.

New employees may be hired at any step within the range as indicated above, dependent upon an evaluation of the labor market for this occupation. Merit advancements of approximately 5% will occur on the same schedule set forth in the Agreement Article "Salary Rates and Step Advancements" to a maximum of five (5) merit advancements within a classification, not to exceed the final step of the range.

SUPERVISORY UNIT

- (a) The following special provisions apply to the Supervising Pediatric Rehabilitation Therapist:

Extended salary range XL shall be established for the class of Supervising Pediatric Rehabilitation Therapist and shall consist of 19 steps.

New employees may be hired up to the final step dependent upon an evaluation of the labor market for this occupation. Merit advancements of approximately 5% will occur on the same schedule set forth in the Agreement Article "Salary Rates and Step Advancements" to a maximum of six (6) merit advancements within a classification, not to exceed the final step of the range.

- (b) The following special provisions apply to the Telephone Service Supervisor:

Extended salary range XF shall be established for the class of Telephone Service Supervisor and shall consist of 17 steps.

New employees may be hired up to the final step in the extended range dependent upon an evaluation of the labor market for this occupation. Merit advancements of approximately 5% will occur on the same schedule set forth in the Agreement Article "Salary Rates and Step Advancements" to a maximum of five (5) merit advancements within a classification, not to exceed the final step of the initial line placement.

TECHNICAL & INSPECTION UNIT

- (a) The following special provisions apply to the Occupational Therapy Assistant and the Physical Therapy Assistant:

Extended salary range XB shall be established for the classes of Occupational Therapy Assistant and Physical Therapy Assistant and shall consist of 19 steps.

New employees may be hired on any step in the range dependent upon an evaluation of the labor market for this occupation. Merit advancements of approximately 5% will occur on the same schedule set forth in the Agreement Article "Salary Rates and Step Advancements" to a maximum of five (5) merit advancements within a classification, not to exceed the final step of the range.

- (b) The following special provisions apply to the Telephone Service Specialist series:

- (1) Extended salary range XA shall be established for the class of Telephone Service Specialist Trainee and shall consist of 17 steps.
- (2) Extended salary range XC shall be established for the class of Telephone Service Specialist and shall consist of 18 steps.

New employees may be hired on any step in the range dependent upon an evaluation of the labor market for this occupation. Merit advancements of approximately 5% will occur on the same schedule set forth in the Agreement Article "Salary Rates and Step Advancements" to a maximum of five (5) merit advancements within a classification, not to exceed final step of the range.

SHORT-TERM DISABILITY

ALL UNITS - EXCEPT CLERICAL AND TECHNICAL & INSPECTION

The County agrees to pay the premium for short-term disability insurance for designated employees in these Units. This benefit shall apply to employees in regular positions budgeted for forty-one (41) or more hours per pay period. The short-term disability insurance plan benefit coverage shall include a provision for a fourteen (14) calendar day waiting period from the first day of disability before benefits begin. Benefits shall be fifty-five percent (55%) of base salary up to a weekly maximum established by the State of California for the State Disability Insurance fund. Benefit payments terminate when the

employee is no longer disabled, or upon termination of employment from the County, or after fifty-two (52) weeks of disability.

Other benefit conditions shall be determined exclusively by the County consistent with State Disability Insurance practices.

ALL UNITS

Effective July 27, 2002, the following language will replace the preceding language:

The County agrees to pay the premium for short-term disability insurance for each employee represented by this Agreement. This benefit shall apply to employees in regular positions budgeted for forty (40) or more hours per pay period. The short-term disability insurance plan benefit coverage shall include a provision for a seven (7) calendar day waiting period from the first day of disability before benefits begin. Benefits shall be fifty-five percent (55%) of base salary up to a weekly maximum established by the State of California for the State Disability Insurance fund. Benefit payments terminate when the employee is no longer disabled, or upon termination of employment from the County, or after fifty-two (52) weeks of disability.

Other benefit conditions shall be determined exclusively by the County consistent with State Disability Insurance practices.

STANDARD TOUR OF DUTY

ALL UNITS

The standard tour of duty represents the time that an employee is regularly scheduled to work. The employee shall be present at the assigned work location and ready to begin work at the start of the standard tour of duty. For payroll purposes, a regularly scheduled tour of duty, which commences before midnight and ends the following day shall be reported as time worked for the day in which the tour of duty began. The appointing authority shall establish the actual number of hours, which comprises the standard tour of duty for each position. The appointing authority may modify or change the number of hours in a standard day, tour of duty or shift for each position to meet the needs of the service. When appointing authorities find it necessary to make such modifications or changes, they shall notify the affected employee(s) and SBPEA indicating the proposed change prior to its implementation. Any such modifications or changes may not be implemented until the affected employee has received a minimum notice of fourteen (14) calendar days, unless the employee(s) specifically consents to a lesser time period, or in the event of an emergency. When a change would affect a significant number of employees and SBPEA requests to meet and confer regarding the impact of the change on employees, the first step, within two (2) weeks of the notification of change, shall be to convene a standard tour of duty committee to reach consensus on the schedule change. The phrase "significant number" shall mean: (a) a majority of the employees in this Unit; (b) a majority of the employees within a department, division, or work unit; or (c) all of the employees within a specific classification in this Unit.

The appointing authority shall determine the number of members for this committee, with equal numbers appointed by the department and SBPEA. Additionally, the Committee shall include voting representatives, one each, from the Human Resources Department Employee Relations Division as designated by the Division Chief and from SBPEA staff as designated by the General Manager. The consensus decision process requires all members of the committee to reach a final agreement. If, after fourteen (14) calendar days, the committee has not reached a consensus agreement, the public member shall meet with the parties and within another thirty (30) calendar days complete the meet and confer process, first utilizing mediation and finally issuing an advisory arbitration recommendation if necessary.

If either party elects, the standard tour of duty committee process may be waived and the issue can proceed directly to mediation/advisory arbitration.

STATE DISABILITY INSURANCE

CLERICAL UNIT

The County agrees to pay the premium for State Disability Insurance for each employee through the pay period ending July 26, 2002. Such County-paid premium shall not exceed the current cost of nine-tenths (.9) of a percent of the first twenty-one thousand, nine hundred dollars (\$21,900) in employee wages in a calendar year.

After coverage is available, all claims shall be filed directly with the State Employment Development Department by individual employees. This benefit shall apply to employees in regular positions budgeted for forty-one (41) or more hours per pay period.

TEMPORARY PERFORMANCE OF HIGHER LEVEL DUTIES

ALL UNITS

Employees directed to continuously perform the duties of a vacant higher level position, or employees who have been given the temporary assignment of a project involving the performance of more difficult duties and requiring a greater level of skill(s) may be granted additional compensation. No award shall be made in any situation related to a vacation, short-term illness or other temporary relief. For the purpose of this Article, temporary is defined as six (6) weeks or less. The duration of such assignments are not intended to exceed one (1) calendar year.

Eligibility Criteria – Employees will normally have regular status and not be in a probationary or trainee status; and there must be evidence of the employee's ability to competently perform the new assignment as determined by the Director of Human Resources or designee and the employee shall be required to meet standards for satisfactory performance. Appointments to regular positions of trainees or underfills are exempt from the provisions of this Article.

Assignment Criteria

- (a) For the purposes of this Article, a vacant position is defined as an authorized regular position for which funds have been appropriated and which may be: (1) an unoccupied position due to attrition; (2) a position from which the incumbent is on extended leave of absence; or (3) a new position authorized by the Board of Supervisors. The appointing authority certifies that the employee is assigned and held responsible to fully perform all of the higher level duties without limitation as to difficulty or complexity of assignments or consequence of action. This provision shall not be used to circumvent the merit system of promotion and approval of such a request shall initiate the appropriate recruitment/selection process where applicable.
- (b) Compensation related to project assignments requires the temporary assignment of more difficult duties involving a greater level of skills. Such assignment may be made to allow for employee rotation, enhance upward mobility or to determine the impact of potential operational/organizational changes. The specific, temporary duties must be identified in writing.

Compensation

- (a) Compensation shall be awarded in pay period increments.
- (b) Employees performing the duties of a vacant higher level regular position shall be entitled to a salary rate increase to the higher level for the time actually worked. The amount of the increase shall be determined as if the assignment had been a promotion. The employee shall be eligible for step advances in the higher level position in accordance with the Salary Rate and Step Advancement and Merit Advancement Articles. The employee shall continue to receive benefits associated with his/her

pre-assignment occupational Unit. Differentials and other compensation shall be paid only if applicable to the higher level position assignment. Overtime compensation shall be administered according to the FLSA status of the higher level position. Upon assignment to the higher level position, the employee's service hours for determining salary step in the pre-assignment position shall continue to accrue. Upon completion of assignment, the employee shall be returned to his/her former position classification. If, while on the temporary assignment, the employee's step due date occurs, the employee shall receive their salary step effective the pay period they are returned to their former classification; provided, however, that the employee received a Work Performance Evaluation of at least "Meets Job Standards" while on the temporary assignment. If the employee was due a step advance while on the temporary assignment and no evaluation has been completed or if the employee was not rated at least "Meets Job Standards," the employee shall be evaluated within three (3) pay periods of return to former classification, and if rated at least "Meets Job Standards," the employee shall receive his/her step advance retroactive to the date of return to former classification. Under no circumstances will the step advancement be retroactive beyond the date of the return to former classification. Step placement upon promotion to the same or other higher level position following completion of the temporary assignment will be determined based upon salary rate in the pre-assignment position in accordance with the Promotions Article.

- (c) Project compensation shall be in the form of a specified percentage of the employee's base pay. The Director of Human Resources or designee will determine the amount in increments of one-half (1/2) percent from a minimum of two and one-half percent (2-1/2%) up to a maximum of seven and one-half percent (7-1/2%). The bonus will be computed at the specified percentage of the current base pay of the employee for each pay period. The bonus shall be considered earnable compensation and shall be considered part of the employee's regular rate of pay for purposes of calculating overtime, if applicable. Such increases in pay shall not affect the employee's step advancement in the base range pursuant to the Article on "Salary Rates and Step Advancements."

Requests for Temporary Performance Compensation may be initiated by the appointing authority or an employee via the appointing authority. The appointing authority and the employee bear mutual responsibility for initiating the compensation request in a timely manner and adhering to the compensation provisions defined in this Article. It is important to obtain Human Resources Department review of the request in advance of the date the employee begins the assignment, because there is no guarantee the request will be approved. Temporary Performance Compensation is to be effective only with the Director of Human Resources written approval, assignment of the greater level of duties, and signed acceptance by the employee. Under no circumstances will Temporary Performance Compensation be granted retroactively.

Requests for Temporary Performance Compensation shall be reviewed by the Director of Human Resources or designee. Denial of compensation due to assignment {Assignment Criteria (c)} shall not be subject to review, appeal, or the grievance procedure.

The provisions of this Article shall not be utilized to circumvent the provisions of or provide additional compensation over and above that which may be provided in the Article on "Classification." The Articles, "Temporary Performance of Higher Level Duties," and "Classification" are mutually exclusive concepts and as such there shall be no dual or multiple requests and/or appeals, where the latter is applicable for a single situation.

TERM

ALL UNITS

The term of this Agreement shall commence at 12:01 a.m. on December 29, 2001, and this Agreement shall expire and otherwise be fully terminated at 12:00 a.m. (midnight) of December 24, 2004. If a successor Agreement has not been reached by 12:00 a.m. (midnight) of December 24, 2004, the terms and conditions of this Agreement shall be extended one (1) year or until a successor Agreement is adopted, whichever occurs sooner.

TIME AND LABOR REPORTS

ALL UNITS

Time and Labor Reports should normally be completed and signed by the employee. Employees shall be provided a copy of any Time and Labor Report whenever said report is submitted without the employee's signature. Payroll clerks who handle Time and Labor Reports shall make every effort to contact the employee regarding any correction to the time shown on said report and explain the reasons for the change before the report is submitted to the Auditor's Office for processing. In all cases where corrections are made in the presence of the employee and accepted, the employee shall approve such corrections by signing a new Time and Labor Report. If time does not allow for this procedure because of the Auditor's deadline, the payroll clerk shall notify the employee of the correction and that an adjustment will be made in a subsequent pay warrant. Unless otherwise provided in this Agreement, time shall be reported in increments of full fifteen (15) minutes actually worked for pay purposes.

The County reserves the right to use other time accumulation devices. If errors result from the improper or unclear preparation of Time and Labor Reports by the employee, the employee shall hold harmless the County for any delays in warrant processing.

TOOL ALLOWANCE

CRAFT, LABOR & TRADES UNIT

(a) Allowance

The County agrees to make the following payment to employees in the classes listed to serve as a tool allowance to compensate for any costs associated with tool purchase and replacement:

<u>Classification</u>	<u>Tool Allowance</u>
Motor Fleet Mechanic I	\$265
Motor Fleet Mechanic II	\$265
Mechanic's Assistant	\$215
Equipment Services Specialist I	\$100
Equipment Services Specialist II	\$100
Sheriff's Aviation Mechanic	\$265

Effective July 1, 2002, and thereafter, the tool allowance shall be as follows:

<u>Classification</u>	<u>Tool Allowance</u>
Motor Fleet Mechanic I	\$300
Motor Fleet Mechanic II	\$300
Mechanic's Assistant	\$240
Equipment Services Specialist I	\$115
Equipment Services Specialist II	\$115

For Sheriff's Aviation Mechanics the tool allowance shall be as follows:

July 1, 2002	\$350
July 1, 2003	\$400
July 1, 2004 and thereafter	\$450

Additionally, all Sheriff's Aviation Mechanics who are on the payroll as of pay period 03/2002 shall receive a one-time payment of \$200 for costs associated with purchasing tool sets to maintain new aviation equipment. Said payment shall be made included with their pay for pay period 03/2002.

(b) Administration

The annual tool allowance shall be paid in a lump sum to employees in regular positions who are on the payroll in paid status on July 1 of each year. Those employees appointed after July 1, shall receive a pro-rated lump sum payment at the time of their appointment. Such pro-ration shall be based on the quarter year nearest their appointment. Granting of this tool allowance shall not affect any other provisions made by the department for tool replacement, repair, or purchase.

Employees on a leave of absence without pay on July 1 shall receive the tool allowance upon return to paid status. Any employee separating from County employment at the conclusion of a leave of absence shall not receive the tool allowance.

TUITION REIMBURSEMENT AND MEMBERSHIP DUES

ALL UNITS

Section 1 – Preamble

In conjunction with SBPEA, the County has established for each representation unit a tuition reimbursement and membership dues procedure to encourage all employees to pursue educational opportunities and involvement in organizations to enhance their contribution as County employees and assist in their career development. Both parties recognize the importance of continued quality improvement and strongly encourage the utilization of opportunities assisted by this Article. Tuition funding and reimbursement programs shall be administered by the Human Resources Department, Employee Benefits and Services Division. Beginning with fiscal year 1996-97, and each fiscal year thereafter, the Human Resources Department shall receive from such funding administration costs not to exceed the salary-only portion of a Secretary I, step 11.

Section 2 – Administrative Services Unit

The County agrees to establish an individual departmental fund in the amount of four hundred dollars (\$400.00) each fiscal year for each employee in a regular position budgeted more than forty (40) hours per pay period to reimburse employees for tuition costs incurred for job-related education or career development or to reimburse membership dues in professional organization(s); provided such expenditure enhances furtherance of County or continuing education goals.

Requests for reimbursement must be approved in advance by the appointing authority and shall not be paid in increments less than ten dollars (\$10.00) per fiscal year. Employee initiated education or career development shall not be considered as time actually worked for purposes of computing overtime and normally shall not occur during regular work hours except that which has the prior approval of the appointing authority.

No Unit member shall receive tuition reimbursement in excess of the limitation determined by the Internal Revenue Service. Eligibility for reimbursement is contingent upon an approved course or seminar, completed with, where applicable, a grade of "C" or better or "pass" when taken on a pass/fail basis, except in extenuating circumstances where such a situation as verifiable illness prevents an individual from completing a course.

Section 3 – Clerical Unit

The County will establish a career development, training, and education fund of one hundred and fifty thousand dollars (\$150,000) each fiscal year for use by employees in a regular position in the Clerical Unit with at least twelve (12) months of County service. Half of the funds are available for use the first half of the fiscal year, and half are available the second half of the fiscal year. This fund will be administered by the Employee Benefits and Services Division and available for use on a first-come, first-served basis for 100% reimbursement of tuition and community college registration fees for career development courses or to reimburse membership dues in professional organizations; provided such expenditure enhances furtherance of County or continuing education goals and is previously approved by the Employee Benefits and Services Division.

Eligibility for reimbursement is contingent upon an approved course or seminar, completed with, where applicable, a grade of “C” or better or “pass” when taken on a pass/fail basis, except in extenuating circumstances where such a situation as verifiable illness prevents an individual from completing a course. Each employee shall be limited to one thousand two hundred dollars (\$1,200.00) per fiscal year. Beginning in fiscal year 2002/2003, and each fiscal year thereafter, each employee shall be limited to one thousand five hundred dollars (\$1,500.00) per fiscal year.

Section 4 – Craft, Labor & Trades Unit

The County will establish a career development, training, and education fund of nine thousand dollars (\$9,000.00) each fiscal year for use by employees in a regular position in the Craft, Labor & Trades Unit with at least six (6) months of County service.

This fund will be administered by the Employee Benefits and Services Division and available for use on a first-come, first-served basis for 100% reimbursement of tuition for trade schools and community college registration fees for career development courses or to reimburse membership dues in professional organizations; provided such expenditure enhances furtherance of County or continuing education goals and is previously approved by the Employee Benefits and Services Division. Effective fiscal year 2002/2003, each employee shall be limited to four hundred dollars (\$400.00) per year. The fund shall be evaluated at the end that fiscal year and if the entire fund is not used, the per-person limit will be removed. If the fund is exhausted during fiscal year 2002/2003, the per-employee limit shall remain in effect for the term of this Agreement.

Eligible employees currently enrolled in classes may apply for reimbursement within ninety (90) calendar days of the effective date of this Agreement. Courses completed before the effective date of this Agreement will not be eligible for reimbursement.

No Unit member shall receive tuition reimbursement in excess of the limitation determined by the Internal Revenue Service. Eligibility for reimbursement is contingent upon an approved course or seminar, completed with, where applicable, a grade of “C” or better or “pass” when taken on a pass/fail basis, except in extenuating circumstances where such a situation as verifiable illness prevents an individual from completing a course.

Section 5 – Management Unit

The County agrees to establish an individual departmental fund in the amount of five hundred dollars (\$500.00) each fiscal year for each employee in a regular position budgeted more than forty (40) hours per pay period to reimburse employees for tuition costs incurred for job-related education or career development or for the payment of membership dues in professional organization(s); providing such expenditure enhances furtherance of County or continuing education goals. Approved memberships may be paid for directly by the County at the employee's request or the employee may be reimbursed.

Requests for such reimbursement must be approved in advance by the appointing authority and Human Resources and shall not be paid in increments less than ten dollars (\$10.00) per fiscal year.

No Unit member shall receive tuition reimbursement in excess of the limitation determined by the Internal Revenue Service. Eligibility for reimbursement is contingent upon an approved course or seminar, completed with, where applicable, a grade of "C" or better or "pass" when taken on a pass/fail basis, except in extenuating circumstances where such a situation as verifiable illness prevents an individual from completing a course.

Section 6 – Professional Unit

The County agrees to establish an individual departmental fund in the amount of four hundred dollars (\$400.00) each fiscal year, for each employee in a regular position budgeted more than forty (40) hours per pay period to reimburse employees for tuition costs incurred for job-related education or career development or to reimburse membership dues in professional organization(s); provided such expenditure enhances furtherance of County or continuing education goals.

Registered nurses assigned to the hospital, mental or correctional institutions or those providing public health services, shall be entitled to an individual, departmental fund in the amount of seven hundred dollars (\$700.00) per fiscal year for each employee in a regular position budgeted more than forty (40) hours per pay period to reimburse employees for tuition costs incurred for completing Continuing Education Units (CEU) or for completion of college coursework leading towards a Bachelor's or Master's degree in Nursing or Public Health. Effective fiscal year 2002/2003, and each fiscal year thereafter, any unused tuition funds may be carried over one fiscal year. The maximum total amount available for one fiscal year, including carried over funds, shall not exceed a total of fourteen hundred dollars (\$1,400.00). Such reimbursement shall not be in addition to the four hundred dollars (\$400.00) reimbursement available to other Unit employees and shall not be applicable to membership dues.

Continuing Education Unit tuition reimbursement shall be utilized for Registered Nurse license renewal requirements, and/or job related education, provided such CEU education enhances County and/or personal continuing educational goals. Continuing Education Unit tuition costs will be reimbursed only if: (a) the CEU course is approved by the California Board of Registered Nursing (BRN); and (b) the department has made prior approval of this course. Continuing Education Unit tuition reimbursement shall not exceed twenty dollars (\$20.00) per contact hour unless the appointing authority has approved reimbursement which exceeds twenty dollars (\$20.00) per contact hour.

Requests for reimbursement must be approved in advance by the appointing authority and shall not be paid in increments less than ten dollars (\$10.00) per fiscal year. Employee initiated education or career development shall not be considered as time actually worked for purposes of computing overtime and normally shall not occur during regular work hours except that which has the prior approval of the appointing authority.

No Unit member shall receive tuition reimbursement in excess of the limitation determined by the Internal Revenue Service. Eligibility for reimbursement is contingent upon an approved course or seminar, completed with, where applicable, a grade of "C" or better or "pass" when taken on a pass/fail basis, except in extenuating circumstances where such a situation as verifiable illness prevents an individual from completing a course.

Section 7 – Supervisory Unit

The County agrees to establish a Countywide fund in the amount of forty thousand dollars (\$40,000.00) each fiscal year for purposes of reimbursing Supervisory Unit employees for tuition costs of job-related education or career development training, and/or for reimbursement of membership dues in professional organizations. Beginning in fiscal year 2002/2003, the fund will be sixty thousand dollars (\$60,000.00). Such expenditures shall be authorized to Supervisory Unit employees in regular positions budgeted more than forty (40) hours per pay period, on a first-come, first-served basis until the fund is depleted, provided: such expenditure enhances furtherance of County or continuing education goals, is approved in advance by

the appointing authority and the Employee Benefits & Services Division, and does not exceed a maximum of three hundred dollars (\$300.00) per employee. For fiscal year 2002/2003, the maximum shall be five hundred dollars (\$500.00) per employee. Beginning in fiscal year 2003/2004, and for each fiscal year thereafter, the maximum shall be six hundred dollars (\$600.00) per employee.

Registered nurses assigned to the hospital, mental or correctional institutions or those providing public health services shall be entitled to an individual, departmental fund in the amount of seven hundred dollars (\$700.00) per fiscal year for each employee in a regular position budgeted more than forty (40) hours per pay period to reimburse employees for tuition costs incurred for completing Continuing Education Units or for completion of college coursework leading towards a Bachelor's or Master's degree in Nursing or Public Health. Effective fiscal year 2002/2003, and each fiscal year thereafter, any unused tuition funds may be carried over one (1) fiscal year. The maximum total amount available for one (1) fiscal year, including carried over funds, shall not exceed a total of fourteen hundred dollars (\$1,400.00). Such reimbursement shall not be in addition to the maximum reimbursement available to other Unit employees and shall not be applicable to membership dues. Requests for such reimbursement must be approved in advance by the appointing authority and the Employee Benefits and Services Division.

Continuing Education Unit tuition reimbursement shall be utilized for Registered Nurse license renewal requirements, and/or job-related education, provided such CEU education enhances County and/or personal continuing educational goals. Continuing Education Unit tuition costs will be reimbursed only if: (a) the CEU course is approved by the California Board of Registered Nursing (BRN); and (b) the department has made prior approval of this course. Continuing Education Unit tuition reimbursement shall not exceed twenty dollars (\$20.00) per contact hour unless the appointing authority has approved reimbursement which exceeds twenty dollars (\$20.00) per contact hour.

Reimbursement requests shall not be paid in increments less than ten dollars (\$10.00) per fiscal year. Employee initiated education or career development shall not be considered as time actually worked for purposes of computing overtime and normally shall not occur during regular work hours.

No Unit member shall receive tuition reimbursement in excess of the limitation determined by the Internal Revenue Service. Eligibility for reimbursement is contingent upon an approved course or seminar, completed with, where applicable, a grade of "C" or better or "pass" when taken on a pass/fail basis, except in extenuating circumstances where such a situation as verifiable illness prevents an individual from completing a course.

Section 8 – Technical & Inspection Unit

The County will establish a career development, training, and education fund of forty thousand dollars (\$40,000.00) each fiscal year for use by employees in a regular position in the Technical & Inspection Unit. This fund will be administered by the Employee Benefits and Services Division and available for use on a first-come, first-served basis for 100% reimbursement of tuition and community college registration fees for career development courses or to reimburse membership dues in professional organizations; provided such expenditure enhances furtherance of County or continuing education goals and is previously approved by the Employee Benefits and Services Division and not to exceed a maximum of three hundred dollars (\$300.00) per employee.

In addition, employees in regular positions budgeted more than forty (40) hours per pay period who are licensed vocational nurses or psychiatric technicians shall be entitled to departmental reimbursement for costs of tuition and required books for completion of Continuing Education Units to a maximum of two hundred dollars (\$200.00) per fiscal year.

If, during the term of this Agreement, employees in the classification of Operating Room Technician are required to be certified by the County, the parties will meet and confer concerning tuition reimbursement.

In addition the County will establish a fiscal year fund of five thousand dollars (\$5,000.00) for the exclusive use by licensed vocational nurses pursuing attainment of registered nurse certification for the time frame

covered by this Agreement. Eligibility is restricted to those in regular positions as licensed vocational nurses. The fund will be administered by the Arrowhead Regional Medical Center and available for use on a first-come, first-served basis for 100% reimbursement of tuition and community college registration fees and books for courses applicable to attainment of a registered nurse certification and previously approved by the appointing authority.

No Unit member shall receive tuition reimbursement in excess of the limitation determined by the Internal Revenue Service. Eligibility for reimbursement is contingent upon an approved course or seminar, completed with, where applicable, a grade of "C" or better or "pass" when taken on a pass/fail basis, except in extenuating circumstances where such a situation as verifiable illness prevents an individual from completing a course.

UNIFORMS

ALL UNITS – EXCEPT MANAGEMENT

Section 1 – General

Prior to the establishment of a new uniform requirement, employees will be given full opportunity to discuss the form, nature, style, and quality of such uniform requirement. If the County establishes a new uniform requirement for employees who are not currently required to wear uniforms, the County shall provide such uniforms. The cost of uniforms required for employees in new programs shall be borne by the employee, provided the uniform requirement is specified as a condition of employment and included in the examination announcement.

Section 2 – Uniform Allowance

- a. Amount of Allowance – The County agrees to make an annual payment to employees in regular positions on payroll in a paid status as of July 1 of each year in the bargaining units and classifications listed below in the amount specified.

BARGAINING UNIT	CLASSIFICATION/DESCRIPTION	AMOUNT			
			Effective July 2002	Effective July 2003	Effective July 2004
Administrative Services	1. Sheriff's Training Specialists assigned to West Valley Detention Center	N/A	\$350.00	\$365.00	\$375.00
	2. Sheriff's Training Specialists assigned to other than West Valley Detention Center	N/A	\$125.00		
Clerical	1. Employees of Regional Parks required to wear uniforms	\$330.00	\$350.00	\$365.00	\$375.00
	2. Sheriff's Custody Assistant	\$330.00	\$350.00	\$365.00	\$375.00
	3. Fiscal Clerks in Sheriff's Dept. required to wear uniforms	\$330.00	\$350.00	\$365.00	\$375.00

Craft, Labor & Trades	1. Park Ranger I, II, III	\$330.00	\$350.00	\$365.00	\$375.00
Supervisory	1. Assistant Park Superintendent	\$330.00	\$350.00	\$365.00	\$375.00
	2. Code Enforcement Supervisor	N/A	\$350.00	\$365.00	\$375.00
	3. Park Superintendent I, II	\$330.00	\$350.00	\$365.00	\$375.00
	4. Supervising Animal Control Officer I, II	\$330.00	\$350.00	\$365.00	\$375.00
BARGAINING UNIT	CLASSIFICATION/DESCRIPTION	AMOUNT			
			Effective July 2002	Effective July 2003	Effective July 2004
Technical & Inspection	1. Animal Control Officer Trainee, I, II	\$330.00	\$350.00	\$365.00	\$375.00
	2. Animal License Checker I, II	\$330.00	\$350.00	\$365.00	\$375.00
	3. Code Enforcement Officer I, II, III	N/A	\$350.00	\$365.00	\$375.00
	4. Sheriff's Civil Technician	\$330.00	N/A	N/A	N/A
	5. Sheriff's Custody Specialist	\$330.00	\$350.00	\$365.00	\$375.00
	6. Sheriff's Services Specialists required to wear a Class 2 or Class 12 uniform	\$125.00	\$350.00	\$365.00	\$375.00
	7. Sheriff's Services Specialists not required to wear a Class 2 or Class 12 uniform	\$125.00	\$150.00		

- b. Method of Payment – The uniform allowance payment is made to compensate for all costs associated with uniform purchase, replacement, maintenance, etc. The lump sum payment shall be made to those employees on the payroll in a paid status as of July 1 of each year.

Those employees in the CRAFT, LABOR & TRADES Unit eligible to receive a uniform allowance who are appointed after July 1, shall receive a pro-rated lump sum payment at the time of their appointment. Such pro-ration shall be based on the quarter year nearest their appointment.

Employees on a leave of absence without pay on July 1 shall receive the uniform allowance upon return to paid status. Any employee separating from County employment at the conclusion of a leave of absence shall not receive the uniform allowance.

Section 3 – Uniform Credit Account

Effective July 1, 2002, the County shall establish an account with a uniform provider selected by the County in the amount of three hundred and fifty dollars (\$350.00) per fiscal year for each employee in the classification of Sheriff's Civil Technician. Such account shall be used for the purchase of approved uniform items and will be billed directly to the Appointing Authority. Unused amounts shall not be carried

over to the following fiscal year. Effective July 1, 2003, the amount shall be three hundred and sixty-five dollars (\$365.00) per fiscal year. Effective July 1, 2004, the amount shall be three hundred and seventy-five dollars (\$375.00) per fiscal year.

USE OF BULLETIN BOARDS

ALL UNITS

The County will furnish a reasonable portion of existing bulletin board space for notices of SBPEA. Only areas designated by the appointing authority may be used for posting of notices. Bulletin boards shall only be used for the following notices:

- (a) Scheduled SBPEA meetings, agenda and minutes.
- (b) Information on SBPEA elections and the results.
- (c) Information regarding SBPEA social, recreational, and related news bulletins.
- (d) Reports of official business of SBPEA, including reports of committees or the Board of Directors.

Posted notices shall not be obscene, defamatory, or of a political nature, nor shall they pertain to public issues which do not involve the County or its relations with County employees. All notices to be posted must be dated and signed by an authorized representative of SBPEA, with a copy to be submitted (delivered or faxed) to the Employee Relations Division Chief or designee for review prior to posting or distribution through the County's mail room.

County equipment, materials, or supplies shall not be used for the preparation, reproduction, or distribution of notices, nor shall such notices be prepared by County employees during their regular work time. SBPEA may utilize the County's interdepartmental mail system provided SBPEA picks up and delivers necessary bulletins to the mail room, delivery to be concurrent with regular routes with no special trips made by the County, and SBPEA holds the County harmless against any loss or delays in delivery.

In cases where SBPEA represents more than one (1) authorized employee representation Unit at a work location, the space described above will become the bulletin board space for all employees represented by SBPEA at that work location.

USE OF COUNTY RESOURCES

ALL UNITS

SBPEA will be granted permission to use County facilities for the purpose of meeting with employees to conduct its internal affairs during non-work hours, provided space for such meetings can be made available without interfering with County needs. Permission to use County facilities must be obtained by SBPEA from the appropriate appointing authority. SBPEA shall be held fully responsible for any damages to and the security of any County facilities that are used by SBPEA. No County vehicles, equipment, time, or supplies may be used in connection with any activity of SBPEA, except as may be otherwise provided in this Agreement.

The printing of ten thousand (10,000) Consolidated Memoranda of Understanding shall be undertaken by competitive bid with the costs for all Units jointly shared by the County and by SBPEA.

VISION CARE INSURANCE

ALL UNITS

Subject to carrier requirements, the County will pay the premiums for vision care insurance for Management Unit employees only in regular positions scheduled at least forty-one (41) hours per pay period.

Effective July 27, 2002, subject to carrier requirements, the County will pay the premiums for vision care insurance for all employees in regular positions scheduled at least forty-one (41) hours per pay period.

VOLUNTARY TIME OFF

ALL UNITS

Voluntary Time Off (VTO) Program is intended to provide employees a means of taking unpaid time off work without losing benefits, which depend on the employee being in a paid status. The following conditions apply:

- (a) VTO may be taken in the same manner as vacation time except that the increment is one (1) hour and is limited to eighty (80) hours per calendar year.
- (b) When VTO is taken, leave accruals continue as if the employee were on paid time. Vacation maximum accrual limits will be extended by the amount of VTO taken provided that the employee take the vacation time off during the first thirteen (13) pay periods of the following calendar year. VTO time counts as time worked toward satisfying the required hours to receive the Benefit Plan.
- (c) VTO does not count as hours worked for purposes of computing overtime. Benefits from the Retirement System Contribution Article will only be paid if the employee is in a paid status at least forty (40) hours in any pay period in which VTO is used.
- (d) VTO may not be used for situations that would otherwise require leave without pay, or in conjunction with leave without pay. VTO may be used only by an employee who is otherwise on paid status.
- (e) VTO is an entirely voluntary program. No employee may be required to take VTO.
- (f) VTO may be taken by request of the employee and upon approval of the appointing authority.

WORK DISRUPTION

ALL UNITS

The parties agree that no work disruptions shall be caused or sanctioned by SBPEA during the term of this Agreement. Work disruptions include, but are not limited to: sit-down, stay-in, speed-up, or slowdown in any operation of the County of San Bernardino, or any curtailment of work, disruption, or interference with the operations of the County of San Bernardino. The parties shall endeavor to discourage any such work disruptions and make positive efforts to return employees to their jobs. The parties acknowledge that participation of any employee in a concerted work action against the County is grounds for disciplinary action, including termination. The parties agree that no lockout of employees shall be instituted by the County during the term of this Agreement, unless such work disruptions occur.

APPENDIX A

APPROVAL BY BOARD OF SUPERVISORS

This Agreement is subject to approval by the Board of Supervisors. The parties hereto agree to perform whatever acts are necessary, both jointly, and separately, to urge the Board to approve and enforce this Agreement.

Following approval of this Agreement by the Board, its terms and conditions shall be implemented by appropriate ordinance, resolution or other appropriate lawful action.

DATED: _____

COUNTY OF SAN BERNARDINO

SAN BERNARDINO PUBLIC EMPLOYEES ASSOCIATION

Administrative Services Unit:

Clerical Unit:

Craft, Labor & Trades Unit:

Management Unit:

Professional Unit:

Supervisory Unit:

Technical & Inspection Unit:

RECOMMENDED FOR BOARD OF SUPERVISORS APPROVAL:

MARCEL TURNER

Director of Human Resources

JOHN F. MICHAELSON

County Administrative Officer

APPENDIX B – SALARY ADJUSTMENT

JOB CODE	CLASSIFICATION TITLE	UNIT	SALARY EFFECTIVE				
			01-12-02	07-13-02	12-28-02	07-12-03	07-10-04
04908	800 Megahertz Analyst	ADM	67	67	67	67	67
01127	Abatement Supervisor	SUP	57	57	57	57	57
01025	Accountant I	ADM	50	50	50	50	50
19060	Accountant II	ADM	56	56	56	56	56
01040	Accountant Trainee	ADM	39	39	39	39	39
01046	Accounting Technician	TI	40	40	40	40	40
90001	Accounting Technician II (MC)	TI	44	44	44	44	44
01047	Accredited Records Technician	TI	42	42	42	42	42
06060	ACR Payroll Technician	TI	35	35	35	35	35
01080	Administrative Clerk I	CLK	37	37	37	37	37
01085	Administrative Clerk II	SUP	43	43	43	43	43
01100	Administrative Manager	MGT	70	70	70	70	70
01090	Administrative Supervisor I	SUP	60	60	60	60	60
01095	Administrative Supervisor II	SUP	65	65	65	65	65
01029	Aging and Adult Network Officer	ADM	60	60	60	60	60
01123	Agricultural Biologist III (MC)	PRF	45	45	45	45	45
01125	Agricultural Field Aide	TI	25	25	25	25	25
01116	Agricultural/Standards Officer I	PRF	40	40	40	40	40
01117	Agricultural/Standards Officer II	PRF	43	43	43	43	43
01118	Agricultural/Standards Officer III	PRF	46	46	46	46	46
01124	Agricultural/Standards Officer IV	PRF	49	49	49	49	49
90029	Agricultural Technician (MC)	TI	33	33	33	33	33
01140	Air Conditioning Mechanic	CLT	46	46	46	46	46
01141	Air Conditioning Mechanic Trainee	CLT	34	34	34	34	34
01210	Airport Maintenance Supervisor	SUP	49	49	49	49	49
01205	Airport Maintenance Worker I	CLT	42	42	42	42	42
01200	Airport Maintenance Worker II	CLT	45	45	45	45	45
01216	Airport Manager	MGT	63	63	63	63	63
01215	Airport Operations Supervisor	SUP	56	56	56	56	56
04239	Airport Real Property Coordinator	ADM	37	37	37	37	37
01217	Alcohol and Drug Counselor	ADM	43	43	43	43	43
01226	Animal Control Officer	TI	35	35	35	35	35
01223	Animal Control Officer Trainee	TI	26	26	26	26	26
01222	Animal Health Investigator	TI	37	37	37	37	37
01227	Animal License Checker I	TI	22	22	22	22	22
01228	Animal License Checker II	TI	25	25	25	25	25
03423	Appeals Specialist	TI	47	47	47	47	47
01686	Applications Specialist	ADM	53	53	53	53	53
01685	Applications Specialist Trainee	ADM	42	42	42	42	42
01229	Appraisal Technician	TI	35	35	35	35	35
01231	Appraiser I	ADM	49	49	49	49	49
01232	Appraiser II	ADM	53	53	53	53	53
01233	Appraiser III	ADM	57	57	57	57	57
01230	Appraiser Trainee	ADM	40	40	40	40	40
03022	Assistant Cash Manager/Investment Officer	ADM	66	66	66	66	66
01301	Assistant Children's Network Officer	ADM	54	54	54	54	54
01360	Assistant Custodial Services Chief	SUP	36	36	36	36	36
01374	Assistant Director, Mental Health Nursing	SUP	NPH	NPH	NPH	NPH	NPH
01401	Assistant Director of Respiratory Care Services	SUP	58	58	58	58	58

JOB CODE	CLASSIFICATION TITLE	UNIT	SALARY EFFECTIVE				
			01-12-02	07-13-02	12-28-02	07-12-03	07-10-04
07002	Assistant GAIN Program Manager (MC)	MGT	58	58	58	58	58
01429	Assistant Head Nurse	SUP	NPE	NPE	NPE	NPE	NPE
01435	Assistant Hospital Administrator - Fiscal Services	MGT	69	69	70	70	70
16056	Assistant Park Superintendent	SUP	46	46	46	46	46
01305	Assistant Radiology Manager	SUP	58	58	58	58	58
01528	Assistant Regional Parks Division Chief	SUP	60	60	60	60	60
01660	Audiometrist	TI	26	26	26	26	26
01655	Audio-Visual Technician	TI	36	36	36	36	36
01663	Auditor-Appraiser I	ADM	49	49	49	49	49
01664	Auditor-Appraiser II	ADM	56	56	56	56	56
01662	Auditor-Appraiser Trainee	ADM	39	39	39	39	39
01675	Automated Systems Analyst I	ADM	53	53	53	53	53
01676	Automated Systems Analyst II	ADM	60	60	60	60	60
01677	Automated Systems Analyst Trainee	ADM	47	47	47	47	47
01679	Automated Systems Technician	TI	42	42	42	42	42
02010	Bindery Equipment Operator	CLT	23	23	23	23	23
02015	Bio-Medical Electronic Technician I	TI	50	50	50	50	50
02020	Bio-Medical Electronic Technician II	TI	52	52	52	52	52
02014	Bio-Medical Electronic Technician Trainee	TI	37	37	37	37	37
02035	Bookmender	CLT	18	18	18	18	18
02040	Bookmobile Driver	CLT	33	33	33	33	33
02045	Building and Safety Engineer	PRF	70	70	70	70	70
02052	Building Construction Engineer I	PRF	57	57	57	57	57
02053	Building Construction Engineer II	PRF	63	63	63	63	63
02057	Building Construction Engineer III	PRF	67	67	67	67	67
02055	Building Construction Inspector	TI	54	54	54	54	54
02059	Building Cost Analyst	ADM	56	56	56	56	56
02060	Building Inspector I	TI	41	41	41	41	41
02065	Building Inspector II	TI	53	53	53	53	53
02066	Building Inspector III	TI	57	57	57	57	57
02075	Building Plant Operator I	CLT	44	44	44	44	44
02076	Building Plant Operator II	CLT	48	48	48	48	48
90003	Building Services Janitor (MC)	CLT	11	11	11	11	11
02085	Building Services Superintendent	MGT	63	63	63	63	63
02092	Burn Care Technician	TI	30	30	30	30	30
02091	Burn Care Technician Trainee	TI	20	20	20	20	20
01680	Business Applications Manager	MGT	71	71	71	71	71
01682	Business Systems Analyst I	ADM	57	57	57	57	57
01683	Business Systems Analyst II	ADM	63	63	63	63	63
01684	Business Systems Analyst III	ADM	67	67	67	67	67
01681	Business Systems Analyst Trainee	ADM	47	47	47	47	47
02102	Buyer I	TI	44	44	44	44	44
02103	Buyer II	TI	49	49	49	49	49
02101	Buyer Trainee	TI	34	34	34	34	34
03005	Cadastral Drafting Technician I	TI	41	41	41	41	41
03006	Cadastral Drafting Technician II	TI	44	44	44	44	44
03007	Cadastral Drafting Technician III	TI	47	47	47	47	47
03008	Cadastral Services Supervisor	SUP	55	55	55	55	55
10015	Call Center Clerk	CLK	25	25	25	25	25

JOB CODE	CLASSIFICATION TITLE	UNIT	SALARY EFFECTIVE				
			01-12-02	07-13-02	12-28-02	07-12-03	07-10-04
10014	Call Center Supervisor	SUP	42	42	42	42	42
03014	Carpenter	CLT	42	42	42	42	42
05099	Case Review Specialist	TI	56	56	56	56	56
03040	Central Service Attendant I	CLT	22	22	23	23	23
03041	Central Service Attendant II	CLT	25	25	26	26	26
03045	Central Service Supervisor	SUP	41	41	41	41	41
03080	Chief Clerk	SUP	40	40	40	40	40
03351	Chief Collections Supervisor	SUP	60	60	60	60	60
03096	Chief Data Entry Supervisor	SUP	50	50	50	50	50
03087	Chief of Collections	MGT	64	64	64	64	64
25451	Child Care Provider	CLT	19	19	19	19	19
03245	Child Care Site Coordinator	ADM	40	40	40	40	40
03246	Child Care Teacher	ADM	31	31	31	31	31
03242	Child Support Accounting Supervisor	SUP	52	52	52	52	52
19790	Child Support Assistant	TI	32	32	32	32	32
03240	Child Support Assistant Operations Manager	SUP	53	53	53	53	53
03241	Child Support Compliance Officer	TI	51	51	51	51	51
03249	Child Support Field Investigator	TI	45	45	45	45	45
03265	Child Support Officer I	TI	42	42	42	42	42
03266	Child Support Officer II	TI	44	44	44	44	44
03270	Child Support Officer Trainee	TI	37	37	37	37	37
03248	Child Support Operations Manager	MGT	59	59	59	59	59
03255	Child Support Staff Development Specialist	ADM	51	51	51	51	51
03271	Child Welfare Services Manager	MGT	63	63	63	63	63
03289	Claims Assistant	TI	36	36	36	36	36
03290	Clerk I	CLK	18	18	18	18	18
03295	Clerk II	CLK	25	25	25	25	25
03300	Clerk III	CLK	30	30	30	30	30
03305	Clerk IV	SUP	34	34	34	34	34
03329	Clinic Assistant	TI	24	24	25	25	25
19150	Clinic Supervisor - ARMC	SUP	NPE	NPE	NPE	NPE	NPE
19151	Clinic Supervisor - PH	SUP	56	56	57	57	57
03330	Clinical Biochemist	PRF	67	67	67	67	67
03243	Clinical Nurse Specialist	PRF	62	62	62	62	62
90019	Clinical Psychologist (MC)	PRF	59	59	59	59	59
13131	Clinical Therapist I	PRF	XG	XG	XG	XG	XG
13133	Clinical Therapist II	PRF	XI	XI	XI	XI	XI
13132	Clinical Therapist, Pre-Licensed	PRF	XE	XE	XE	XE	XE
01120	Code Enforcement Field Assistant	CLT	27	27	27	27	27
10020	Code Enforcement Officer I	TI	42	42	42	42	42
10021	Code Enforcement Officer II	TI	53	53	53	53	53
10022	Code Enforcement Officer III	TI	57	57	57	57	57
10011	Code Enforcement Supervisor	SUP	61	61	61	61	61
03350	Collections Clerk	CLK	35	35	35	35	35
03355	Collections Officer	TI	42	42	42	42	42
03358	Collections Officer Trainee	TI	32	32	32	32	32
03360	Communicable Disease Investigator	TI	42	42	42	42	42
03387	Communications Installer	TI	40	40	40	40	40
03380	Communications Operator	CLK	27	27	27	27	27

JOB CODE	CLASSIFICATION TITLE	UNIT	SALARY EFFECTIVE				
			01-12-02	07-13-02	12-28-02	07-12-03	07-10-04
03381	Communications Technician I	TI	49	49	49	49	49
03382	Communications Technician II	TI	51	51	51	51	51
03384	Communications Technician III	TI	54	54	54	54	54
03410	Community Services Officer	TI	33	33	33	33	33
03424	Computer Facilities Specialist	ADM	50	50	50	50	50
03434	Computer Operations Specialist	TI	47	47	47	47	47
03436	Computer Operations Supervisor	SUP	51	51	51	51	51
03425	Computer Operator I	TI	30	30	30	30	30
03430	Computer Operator II	TI	37	37	37	37	37
03435	Computer Operator III	TI	43	43	43	43	43
03480	Cook I	CLT	20	20	20	20	20
03470	Cook II	CLT	28	28	28	28	28
03472	Cook III	CLT	30	30	30	30	30
18210	Credential Coordinator	TI	45	45	45	45	45
03122	Crime Analyst	TI	55	55	55	55	55
03121	Crime Analyst Trainee	TI	46	46	46	46	46
03118	Crime Prevention Program Coordinator	ADM	56	56	56	56	56
03535	Criminal Intelligence Specialist	TI	46	46	46	46	46
03536	Criminalist I	ADM	57	57	57	57	57
03537	Criminalist II	ADM	65	65	65	65	65
03554	Curatorial Assistant	ADM	39	39	39	39	39
03555	Custodial Services Chief	MGT	48	48	48	48	48
03560	Custodian I	CLT	22	22	22	22	22
03561	Custodian II	CLT	27	27	27	27	27
03564	Custodian Trainee	CLT	12	12	12	12	12
03570	Cytotechnologist	PRF	54	54	54	54	54
18068	DAAS Program Supervisor	SUP	50	50	50	50	50
04004	Data Control Clerk I	CLK	28	28	28	28	28
04006	Data Control Clerk II	CLK	30	30	30	30	30
04007	Data Control Clerk III	SUP	34	34	34	34	34
04013	Data Entry Operator I	CLK	27	27	27	27	27
04022	Data Entry Operator II	CLK	33	33	33	33	33
04011	Data Entry Operator Trainee	CLK	19	19	19	19	19
04039	Data Entry Supervisor	SUP	38	38	38	38	38
04040	Data Processing Scheduler	TI	43	43	43	43	43
29032	Dental Health Programs Supervisor	SUP	58	58	58	58	58
04055	Deputy Agricultural Commissioner/Sealer	MGT	57	57	57	57	57
04158	Deputy Public Administrator	TI	47	47	47	47	47
04191	Deputy Public Guardian	TI	47	47	47	47	47
04189	Deputy Public Guardian Trainee	TI	40	40	40	40	40
03117	Deputy Recorder	SUP	60	60	60	60	60
04210	Detention Review Officer I	TI	49	49	49	49	49
04211	Detention Review Officer II	TI	52	52	52	52	52
04209	Detention Review Officer Trainee	TI	40	40	40	40	40
04219	Dietary Services Manager	MGT	59	59	59	59	59
04218	Dietary Services Supervisor	SUP	34	34	34	34	34
04226	Dietetic Technician	TI	34	34	34	34	34
04220	Dietitian	PRF	49	49	49	49	49
04375	Director of Respiratory Care Services	MGT	68	68	68	68	68

JOB CODE	CLASSIFICATION TITLE	UNIT	SALARY EFFECTIVE				
			01-12-02	07-13-02	12-28-02	07-12-03	07-10-04
04429	Domestic Services Assistant	CLT	13	13	13	13	13
04428	Domestic Violence Program Coordinator	ADM	51	51	51	51	51
04431	ECD Analyst I	ADM	54	54	54	54	54
04432	ECD Analyst II	ADM	59	59	59	59	59
04433	ECD Analyst Trainee	ADM	49	49	49	49	49
06039	ECD Program Manager	MGT	64	64	64	64	64
04434	ECD Specialist I	ADM	59	59	59	59	59
04435	ECD Specialist II	ADM	61	61	61	61	61
04436	ECD Technician	TI	42	42	42	42	42
04437	ECD Technician Trainee	TI	36	36	36	36	36
04430	Ecologist	PRF	49	49	49	49	49
06040	Economic Development Program Manager	MGT	65	65	65	65	65
04905	Education Services Supervisor	SUP	63	63	63	63	63
04903	Education Specialist	ADM	45	45	45	45	45
05009	Election Services Assistant	CLT	34	34	34	34	34
05002	Elections Clerk	CLK	34	34	34	34	34
05004	Elections Technician	TI	42	42	42	42	42
05070	Electrician	CLT	46	46	46	46	46
05074	Electrician Trainee	CLT	34	34	34	34	34
05085	Electrocardiogram Technician Trainee (MC)	TI	21	21	21	21	21
05090	Electronic Drafting Technician	TI	41	41	41	41	41
05110	Eligibility Worker I	TI	28	28	28	28	28
05115	Eligibility Worker II	TI	35	35	35	35	35
05116	Eligibility Worker III	TI	38	38	38	38	38
05120	Eligibility Worker Supervisor I	SUP	42	42	42	42	42
05125	Eligibility Worker Supervisor II	MGT	51	51	51	51	51
05109	Eligibility Worker Trainee	TI	25	25	25	25	25
05129	Embalmer Autopsy Assistant	TI	42	42	42	42	42
05118	Emergency Medical Services Nurse	PRF	54	54	54	54	54
05126	Employee Benefits Representative	TI	33	33	33	33	33
05124	Employee Benefits Specialist	ADM	48	48	48	48	48
05121	Employment Services Analyst	ADM	50	50	50	50	50
05122	Employment Services Analyst Trainee	ADM	43	43	43	43	43
05127	Employment Services Specialist	ADM	43	43	43	43	43
05119	Employment Services Specialist Trainee	ADM	35	35	35	35	35
05123	Employment Services Technician	TI	33	33	33	33	33
05132	Engineering Geologist	PRF	70	70	70	70	70
05133	Engineering Services Technician	TI	50	50	50	50	50
90006	Engineering Services Technician III (MC)	TI	57	57	57	57	57
05136	Engineering Technician I	TI	34	34	34	34	34
05137	Engineering Technician II	TI	40	40	40	40	40
05138	Engineering Technician III	TI	45	45	45	45	45
05140	Engineering Technician IV	TI	52	52	52	52	52
05142	Engineering Technician V	TI	54	54	54	54	54
05147	Environmental Health Specialist I	PRF	52	52	52	52	52
05148	Environmental Health Specialist II	PRF	54	54	54	54	54
05149	Environmental Health Specialist III	PRF	57	57	57	57	57
05146	Environmental Health Specialist Trainee	PRF	44	44	44	44	44
05179	Environmental Specialist III (MC)	ADM	51	51	51	51	51

JOB CODE	CLASSIFICATION TITLE	UNIT	SALARY EFFECTIVE				
			01-12-02	07-13-02	12-28-02	07-12-03	07-10-04
05180	Environmental Specialist IV (MC)	SUP	55	55	55	55	55
05154	Environmental Technician I	TI	36	36	36	36	36
05153	Environmental Technician II	TI	42	42	42	42	42
05156	Environmental Technician III	TI	45	45	45	45	45
05188	Equipment Operator I	CLT	38	38	38	38	38
05189	Equipment Operator I Trainee	CLT	35	35	35	35	35
05191	Equipment Operator II	CLT	42	42	42	42	42
05192	Equipment Operator II Trainee	CLT	40	40	40	40	40
05193	Equipment Operator III	CLT	45	45	45	45	45
05194	Equipment Operator III Trainee	CLT	43	43	43	43	43
05195	Equipment Parts Specialist I	CLT	39	39	39	39	39
05196	Equipment Parts Specialist II	CLT	43	43	43	43	43
05200	Equipment Parts Supervisor	SUP	51	51	51	51	51
05225	Equipment Services Specialist I	CLT	31	31	31	31	31
05226	Equipment Services Specialist II	CLT	33	33	33	33	33
06000	Facilities Management Cost Estimator	TI	50	50	50	50	50
06001	Facilities Management Division Manager	MGT	63	63	63	63	63
06003	Facilities Management Project Scheduler	TI	47	47	47	47	47
06045	Financial Interviewer	CLK	34	34	34	34	34
06056	Fiscal Clerk I	CLK	26	26	26	26	26
06057	Fiscal Clerk II	CLK	31	31	31	31	31
06058	Fiscal Clerk III	CLK	36	36	36	36	36
06070	Fleet and Stores Manager	MGT	54	54	54	54	54
06110	Food Service Worker I	CLT	17	17	17	17	17
06111	Food Service Worker II	CLT	21	21	21	21	21
06121	Forensic Laboratory Technician I	TI	43	43	43	43	43
06122	Forensic Laboratory Technician II	TI	48	48	48	48	48
06120	Forensic Laboratory Technician Trainee	TI	37	37	37	37	37
06118	Forensic Specialist I	TI	42	42	42	42	42
06119	Forensic Specialist II	TI	46	46	46	46	46
06117	Forensic Specialist Trainee	TI	36	36	36	36	36
06131	Fraud Prevention Manager	MGT	62	62	62	62	62
06200	Fuel and Security Superintendent	SUP	40	40	40	40	40
07010	Garage Service Writer	CLT	51	51	51	51	51
07030	General Maintenance Mechanic	CLT	42	42	42	42	42
07025	General Maintenance Worker	CLT	36	36	36	36	36
07034	General Services Worker I	CLT	10	10	10	10	10
07036	General Services Worker II	CLT	12	12	12	12	12
03432	Geographic Information Systems Technician I	TI	42	42	42	42	42
03433	Geographic Information Systems Technician II	TI	46	46	46	46	46
07042	Geographic Information Systems Technician III	TI	49	49	49	49	49
07038	GIMS Manager	MGT	61	61	61	61	61
07039	Graphic Designer I	TI	41	41	41	41	41
07040	Graphic Designer II	TI	45	45	45	45	45
07037	Graphics Technician	TI	33	33	33	33	33
07045	Grounds Caretaker I	CLT	27	27	27	27	27
07046	Grounds Caretaker II	CLT	32	32	32	32	32
07049	Grounds Caretaker Trainee	CLT	17	17	17	17	17
07061	Grounds Services Superintendent	MGT	55	55	55	55	55

JOB CODE	CLASSIFICATION TITLE	UNIT	SALARY EFFECTIVE				
			01-12-02	07-13-02	12-28-02	07-12-03	07-10-04
08025	Head Nurse	SUP	NPF	NPF	NPF	NPF	NPF
08039	Health Education Assistant	ADM	43	43	43	43	43
08043	Health Education Specialist I	ADM	46	46	46	46	46
08044	Health Education Specialist II	ADM	49	49	49	49	49
08045	Health Services Assistant I	TI	26	26	26	26	26
08038	Health Services Assistant II	TI	28	28	28	28	28
01026	Help Desk Technician I	TI	35	35	35	35	35
01027	Help Desk Technician II	TI	42	42	42	42	42
01028	Help Desk Technician II Trainee	TI	35	35	35	35	35
08060	Histology Technician	TI	36	36	36	36	36
08065	Home Health Aide	TI	23	23	23	23	23
08075	Home Health Care Supervisor	SUP	62	62	62	62	62
08064	Hospital Customer Advocate	ADM	47	47	47	47	47
08061	Hospital Environmental Services Supervisor	SUP	39	39	39	39	39
08062	Hospital Performance Improvement Supervisor	SUP	66	66	66	66	66
08076	Hospital Plant Operator	CLT	50	50	50	50	50
25902	Hospital Risk Coordinator	PRF	62	62	62	62	62
08068	Hospital Safety Officer	ADM	58	58	58	58	58
08063	Hospital Safety/Security Specialist (MC)	ADM	57	57	57	57	57
08066	Hospital Services Worker	CLT	14	14	14	14	14
08200	Housing Cost Estimator	TI	48	48	48	48	48
08205	Housing Cost Estimator Trainee	TI	40	40	40	40	40
08239	Housing Repair Supervisor I	SUP	41	41	41	41	41
08240	Housing Repair Supervisor II	SUP	45	45	45	45	45
08245	Housing Repair Worker I	CLT	28	28	28	28	28
08255	Housing Repair Worker II	CLT	32	32	32	32	32
08265	Housing Repair Worker III	CLT	36	36	36	36	36
01295	HSS Assistant Auditing Manager	MGT	66	66	66	66	66
01293	HSS Facilities and Services Manager	MGT	70	70	70	70	70
16310	HSS Program Specialist I	ADM	53	53	53	53	53
16312	HSS Program Specialist II	ADM	56	56	56	56	56
05105	HSS Quality Review Specialist	TI	40	40	40	40	40
05102	HSS Quality Review Supervisor I	SUP	44	44	44	44	44
05103	HSS Quality Review Supervisor II	SUP	48	48	48	48	48
05104	HSS Quality Review Supervisor III	SUP	56	56	56	56	56
09002	Illustrator (MC)	TI	41	41	41	41	41
09014	In-Home Services Assistant	TI	34	34	34	34	34
09015	Inmate Programs Coordinator	SUP	53	53	53	53	53
09020	Institutional Nurse I - Probation	PRF	NPE	NPE	NPE	NPE	NPE
09019	Institutional Nurse II - Probation	PRF	NPF	NPF	NPF	NPF	NPF
09032	Internal Auditor I	ADM	50	50	50	50	50
09033	Internal Auditor II	ADM	56	56	56	56	56
09034	Internal Auditor III	SUP	60	60	60	60	60
09100	Investigative Technician I	TI	34	34	34	34	34
09102	Investigative Technician II	TI	37	37	37	37	37
15023	ISD Finance Officer	MGT	66	66	66	66	66
19976	IT Account Manager	MGT	71	71	71	71	71
19978	IT Account Representative I	ADM	63	63	63	63	63
19977	IT Account Representative II	ADM	67	67	67	67	67

JOB CODE	CLASSIFICATION TITLE	UNIT	SALARY EFFECTIVE				
			01-12-02	07-13-02	12-28-02	07-12-03	07-10-04
19979	IT Account Representative Trainee	ADM	55	55	55	55	55
19958	IT Technical Assistant I	TI	35	35	35	35	35
19959	IT Technical Assistant II	TI	42	42	42	42	42
15019	IT Technical Assistant Trainee	TI	30	30	30	30	30
09120	JESD Regional Manager	MGT	65	65	65	65	65
12010	Laboratory Aide	CLT	18	18	18	18	18
12015	Laboratory Assistant	TI	26	26	26	26	26
12020	Laboratory Technologist I	PRF	54	54	54	54	54
12021	Laboratory Technologist II	PRF	58	58	58	58	58
12022	Laboratory Technologist III	PRF	62	62	62	62	62
12056	Land Surveyor	PRF	63	63	63	63	63
12055	Land Use Technician I	TI	42	42	42	42	42
12060	Land Use Technician II	TI	46	46	46	46	46
19837	Land Use Technician Supervisor	SUP	50	50	50	50	50
12050	Land Use Technician Trainee	TI	30	30	30	30	30
05181	Landfill Operations Inspector	TI	49	49	49	49	49
12087	Layout and Composing Coordinator	TI	36	36	36	36	36
12095	Legal Procedures Clerk I	CLK	32	32	32	32	32
12100	Legal Procedures Clerk II	SUP	38	38	38	38	38
12105	Legal Procedures Clerk III	SUP	45	45	45	45	45
12115	Legislative Program Manager	MGT	65	65	65	65	65
12118	Liability Claims Representative I	TI	50	50	50	50	50
12119	Liability Claims Representative II	TI	56	56	56	56	56
12117	Liability Claims Representative Trainee	TI	44	44	44	44	44
12125	Librarian I	PRF	43	43	43	43	43
12126	Librarian II	PRF	47	47	47	47	47
12123	Librarian III	SUP	51	51	51	51	51
12124	Librarian IV	MGT	56	56	56	56	56
12129	Library Assistant	TI	27	27	27	27	27
12130	Library Assistant II (MC)	TI	31	31	31	31	31
12132	Library Associate	PRF	38	38	38	38	38
12145	Library Page (MC)	CLK	07	07	07	07	07
12148	Library Program Coordinator	SUP	56	56	56	56	56
12147	Library Regional Manager	MGT	58	58	58	58	58
12146	Library Services Manager	MGT	63	63	63	63	63
12155	Licensed Vocational Nurse I	TI	34	34	34	34	34
12156	Licensed Vocational Nurse II	TI	36	36	36	36	36
12157	Licensed Vocational Nurse-Corrections	TI	40	40	40	40	40
03341	Licensed Vocational Nurse-Per Diem	TI	\$14.17/ per hr	\$14.17/ per hr	\$14.17/ per hr	\$14.17/ per hr	\$14.17/ per hr
90007	Light Truck Driver (MC)	CLT	33	33	33	33	33
12178	Linen Room Attendant	CLT	13	13	13	13	13
12180	Locksmith	CLT	42	42	42	42	42
13003	Mail Clerk I	CLK	20	20	20	20	20
13004	Mail Clerk II	CLK	24	24	24	24	24
13005	Mail Clerk III	CLK	29	29	29	29	29
13006	Mail Services Supervisor I	SUP	35	35	35	35	35
13007	Mail Services Supervisor II	SUP	40	40	40	40	40
13011	Maintenance and Construction Supervisor I	SUP	49	49	49	49	49
13012	Maintenance and Construction Supervisor II	SUP	53	53	53	53	53

JOB CODE	CLASSIFICATION TITLE	UNIT	SALARY EFFECTIVE				
			01-12-02	07-13-02	12-28-02	07-12-03	07-10-04
13013	Maintenance and Construction Worker I	CLT	33	33	33	33	33
13014	Maintenance and Construction Worker II	CLT	39	39	39	39	39
13025	Maintenance Supervisor	SUP	55	55	55	55	55
13030	Managed Care Research Analyst	PRF	63	63	63	63	63
90011	Manpower Specialist III (MC)	SUP	50	50	50	50	50
19704	Materiel Manager	MGT	60	60	60	60	60
13080	Mechanic's Assistant	CLT	34	34	34	34	34
13083	Media Specialist	ADM	51	51	51	51	51
13084	Medical Center Building Maintenance Supt	MGT	60	60	60	60	60
13086	Medical Center Housekeeping/Linen Manager	MGT	53	53	53	53	53
13087	Medical Emergency Planning Specialist	ADM	54	54	54	54	54
13100	Medical Photographer	TI	41	41	41	41	41
13113	Medical Records Manager	MGT	59	59	59	59	59
13118	Medical Records Technician	TI	37	37	37	37	37
13114	Medical Social Services Manager	MGT	61	61	61	61	61
13116	Medical Staff Coordinator	ADM	48	48	48	48	48
13119	Medical Transcriber	CLK	36	36	36	36	36
13120	Medical Transcription Supervisor	SUP	40	40	40	40	40
13125	Mental Health Auditor	ADM	56	56	56	56	56
13130	Mental Health Clinic Supervisor	SUP	66	66	66	66	66
90020	Mental Health Clinician I (MC)	PRF	50	50	50	50	50
90021	Mental Health Clinician II (MC)	PRF	53	53	53	53	53
90022	Mental Health Clinician III (MC)	PRF	56	56	56	56	56
90023	Mental Health Clinician IV (MC)	PRF	62	62	62	62	62
13135	Mental Health Counselor	PRF	56	56	56	56	56
13136	Mental Health Director of Nursing	MGT	NPL	NPL	NPL	NPL	NPL
13137	Mental Health Education Consultant	ADM	53	53	53	53	53
13140	Mental Health Head Nurse	SUP	NPF	NPF	NPF	NPF	NPF
13141	Mental Health Intern Program Supervisor	SUP	66	66	66	66	66
13143	Mental Health Medical Records Supervisor	SUP	40	40	40	40	40
13155	Mental Health Nurse I	PRF	NPB	NPB	NPB	NPB	NPB
13160	Mental Health Nurse II	PRF	NPD	NPD	NPD	NPD	NPD
13186	Mental Health Program Manager I	MGT	66	66	66	66	66
13187	Mental Health Program Manager II	MGT	70	70	70	70	70
13221	Mental Health Specialist	ADM	40	40	40	40	40
13222	Mental Health Specialist Trainee	ADM	34	34	34	34	34
13225	Messenger	CLK	14	14	14	14	14
13239	Microfilm Technician I	TI	24	24	24	24	24
13240	Microfilm Technician II	TI	28	28	28	28	28
13241	Microfilm Technician III	TI	30	30	30	30	30
13256	Motor Fleet Maintenance Superintendent	MGT	63	63	63	63	63
13257	Motor Fleet Mechanic I	CLT	51	51	51	51	51
13259	Motor Fleet Mechanic II	CLT	53	53	53	53	53
13258	Motor Fleet Shop Supervisor	SUP	57	57	57	57	57
13260	Motor Pool Assistant	CLT	25	25	25	25	25
13265	Motor Pool Services Assistant	CLT	34	34	34	34	34
13268	Multimedia Coordinator	PRF	45	45	45	45	45
13291	Museum Artist	PRF	43	43	43	43	43
13292	Museum Curator	PRF	50	50	50	50	50

JOB CODE	CLASSIFICATION TITLE	UNIT	SALARY EFFECTIVE				
			01-12-02	07-13-02	12-28-02	07-12-03	07-10-04
13293	Museum Excavation Technician	TI	36	36	36	36	36
13290	Museum Exhibits Specialist	PRF	50	50	50	50	50
04261	Museum Research Biologist	PRF	56	56	56	56	56
13303	Museum Technician I	TI	26	26	26	26	26
13302	Museum Technician II	TI	30	30	30	30	30
04912	Network Analyst	ADM	66	66	66	66	66
04914	Network Control Specialist	TI	58	58	58	58	58
04913	Network Control Supervisor	SUP	62	62	62	62	62
19875	Network Services Supervisor	SUP	71	71	71	71	71
04916	Neurodiagnostic Technologist	TI	48	48	48	48	48
14018	Nuclear Medicine Technologist	TI	54	54	54	54	54
14020	Nurse Educator	PRF	57	57	57	57	57
14025	Nurse Epidemiologist	PRF	60	60	60	60	60
14030	Nurse Practitioner I	PRF	54	54	54	54	54
14035	Nurse Practitioner II	PRF	63	63	63	63	63
14040	Nurse Practitioner III	SUP	67	67	67	67	67
14061	Nurse Program Supervisor	SUP	56	56	56	56	56
14060	Nurse Specialist	PRF	52	52	52	52	52
14045	Nursing Attendant	CLT	22	22	22	22	22
14050	Nursing Attendant Trainee	CLT	07	07	07	07	07
14053	Nursing Quality Coordinator	PRF	62	62	62	62	62
14055	Nursing Supervisor	SUP	NPI	NPI	NPI	NPI	NPI
14058	Nutritionist	PRF	50	50	50	50	50
14064	Occupational Health Nurse	PRF	59	59	59	59	59
15005	Occupational Therapist I	PRF	57	57	58	58	58
19290	Occupational Therapist II	PRF	59	59	60	60	60
15015	Occupational Therapy Assistant	TI	XB	XB	XB	XB	XB
15016	Occupational Therapy Supervisor	SUP	63	63	64	64	64
15039	Oral Surgery Technician	TI	31	31	31	31	31
15040	Orthopedic Technician	TI	32	32	32	32	32
16005	Painter I	CLT	42	42	42	42	42
16015	Painter II	CLT	44	44	44	44	44
16004	Painter Trainee	CLT	32	32	32	32	32
16018	Paralegal	TI	48	48	48	48	48
10623	Park Planner I	ADM	51	51	51	51	51
16024	Park Planner II	ADM	55	55	55	55	55
16025	Park Planner III	ADM	59	59	59	59	59
16022	Park Planner Trainee	ADM	40	40	40	40	40
16045	Park Ranger I	CLT	35	35	35	35	35
16050	Park Ranger II	CLT	39	39	39	39	39
16065	Park Superintendent I	SUP	50	50	50	50	50
16060	Park Superintendent II	SUP	52	52	52	52	52
16080	Patient Accounts Supervisor	SUP	46	46	46	46	46
20022	Pediatric Rehabilitation Therapist I	PRF	XH	XH	XH	XH	XH
19411	Pediatric Rehabilitation Therapist II	PRF	XJ	XJ	XJ	XJ	XJ
20023	Pediatric Rehabilitation Therapist III	PRF	XK	XK	XK	XK	XK
16105	Personnel Services Supervisor	SUP	38	38	38	38	38
90008	Personnel Services Supervisor II (MC)	SUP	43	43	43	43	43
16122	Personnel Technician	TI	41	41	41	41	41

JOB CODE	CLASSIFICATION TITLE	UNIT	SALARY EFFECTIVE				
			01-12-02	07-13-02	12-28-02	07-12-03	07-10-04
16125	Pesticide Applicator	TI	39	39	39	39	39
16364	Phlebotomist	TI	25	25	25	25	25
16363	Phlebotomist Trainee	TI	19	19	19	19	19
16137	Photographic Laboratory Technician	TI	31	31	31	31	31
16145	Physical Therapist I	PRF	57	57	58	58	58
19300	Physical Therapist II	PRF	59	59	60	60	60
16155	Physical Therapy Aide	TI	25	25	25	25	25
16156	Physical Therapy Assistant	TI	XB	XB	XB	XB	XB
16177	Planner I	ADM	51	51	51	51	51
16178	Planner II	ADM	54	54	54	54	54
16179	Planner III	ADM	59	59	59	59	59
16176	Planner Trainee	ADM	43	43	43	43	43
01244	Planning Manager	MGT	66	66	66	66	66
16187	Plant Pathologist/Entomologist	PRF	54	54	54	54	54
16190	Plumber	CLT	46	46	46	46	46
16191	Plumber Trainee	CLT	34	34	34	34	34
16192	Polygraph Examiner	TI	61	61	61	61	61
16188	Precinct Planning Technician I (MC)	TI	36	36	36	36	36
16189	Precinct Planning Technician II (MC)	TI	42	42	42	42	42
16195	Pre-Registered Dietitian	PRF	45	45	45	45	45
16193	Pre-Registered Neurodiagnostic Technologist	TI	40	40	40	40	40
10016	Pre-Registered Nutritionist	PRF	46	46	46	46	46
16196	Pre-Registered Occupational Therapist	PRF	43	43	43	43	43
16197	Pre-Registered Pediatric Rehabilitation Therapist	PRF	XD	XD	XD	XD	XD
16194	Pre-Registered Physical Therapist	PRF	43	43	43	43	43
16220	Principal Appraiser	MGT	65	65	65	65	65
16231	Printing Services Supervisor	SUP	40	40	40	40	40
16230	Printing/Mail Services Manager	MGT	56	56	56	56	56
16261	Probation Cook I	CLT	32	32	32	32	32
16264	Probation Cook II	CLT	38	38	38	38	38
07065	Probation Corrections Officer	ADM	44	44	44	44	44
07070	Probation Corrections Officer Trainee	ADM	37	37	37	37	37
19847	Probation Corrections Supervisor I	SUP	55	55	55	55	55
19848	Probation Corrections Supervisor II	SUP	61	61	61	61	61
16265	Probation Division Director I	MGT	65	65	65	65	65
16270	Probation Division Director II	MGT	69	69	69	69	69
16276	Probation Food Service Manager	MGT	47	47	47	47	47
16285	Probation Food Service Worker	CLT	23	23	23	23	23
14015	Probation Night Custody Officer	TI	31	31	31	31	31
16295	Probation Transportation Officer	TI	35	35	35	35	35
19983	Product Analyst	ADM	62	62	62	62	62
19982	Product Consultant	ADM	67	67	67	67	67
19981	Product Management Supervisor	SUP	71	71	71	71	71
19984	Product Specialist	ADM	53	53	53	53	53
19985	Product Specialist Trainee	ADM	42	42	42	42	42
16298	Production Control Supervisor	SUP	58	58	58	58	58
16320	Programmer Analyst I	ADM	57	57	57	57	57
16321	Programmer Analyst II	ADM	63	63	63	63	63
16322	Programmer Analyst III	ADM	67	67	67	67	67

JOB CODE	CLASSIFICATION TITLE	UNIT	SALARY EFFECTIVE				
			01-12-02	07-13-02	12-28-02	07-12-03	07-10-04
16315	Programmer I	TI	54	54	54	54	54
16316	Programmer II	TI	58	58	58	58	58
16317	Programmer III	TI	63	63	63	63	63
16314	Programmer Trainee	TI	48	48	48	48	48
18211	PSD Area Coordinator	SUP	47	47	47	47	47
18203	PSD Disabilities Services Manager	MGT	66	66	66	66	66
18204	PSD Eligibility Supervisor	SUP	42	42	42	42	42
18206	PSD Eligibility Worker I	TI	32	32	32	32	32
18205	PSD Eligibility Worker II	TI	37	37	37	37	37
18212	PSD Maintenance Coordinator	CLT	47	47	47	47	47
18202	PSD Program Manager	MGT	61	61	61	61	61
18209	PSD Program Supervisor	SUP	47	47	47	47	47
16338	Psychiatric Aide	CLT	22	22	22	22	22
16339	Psychiatric Aide Trainee	CLT	07	07	07	07	07
16340	Psychiatric Technician I	TI	38	38	38	38	38
16341	Psychiatric Technician II	TI	42	42	42	42	42
16342	Psychiatric Technician Trainee	TI	32	32	32	32	32
19665	Psychiatrist	PRF	XM	XM	XM	XM	XM
16350	Public Defender Interviewer	TI	35	35	35	35	35
16355	Public Defender Investigator	TI	56	56	56	56	56
16362	Public Health Epidemiologist	PRF	53	53	55	55	55
16361	Public Health Laboratory Technician	TI	30	30	30	30	30
16367	Public Health Manager	MGT	XN	XN	XN	XN	XN
16368	Public Health Microbiologist I	PRF	50	50	50	50	50
16369	Public Health Microbiologist II	PRF	54	54	54	54	54
16371	Public Health Microbiologist III	PRF	58	58	58	58	58
16370	Public Health Nurse I	PRF	50	50	50	50	50
16375	Public Health Nurse II	PRF	57	57	57	57	57
16372	Public Health Program Coordinator	SUP	63	63	63	63	63
16405	Public Health Veterinarian	PRF	59	59	59	59	59
16408	Public Information Clerk	CLK	25	25	25	25	25
16409	Public Service Employee	TI	PSE	PSE	PSE	PSE	PSE
16446	Public Works Engineer I	PRF	54	54	55	55	55
16447	Public Works Engineer II	PRF	61	61	63	63	63
16448	Public Works Engineer III	SUP	69	69	69	69	69
16898	Public Works Engineer IV	MGT	74	74	75	75	75
05235	Public Works Equipment Superintendent	ADM	63	63	63	63	63
16900	Public Works Operations Superintendent	MGT	63	63	63	63	63
16901	Public Works Operations Supervisor	SUP	57	57	57	57	57
16905	Pulmonary Function Specialist	ADM	52	52	52	52	52
16910	Pulmonary Function Specialist Trainee	ADM	44	44	44	44	44
17006	Quality Assurance Specialist - IS	TI	49	49	49	49	49
18004	Radiation Therapy Technologist	TI	54	54	54	54	54
18007	Radiographic Clinical Instructor	TI	51	51	51	51	51
18013	Radiologic Technologist I	TI	48	48	48	48	48
18014	Radiologic Technologist II	TI	51	51	51	51	51
18016	Radiologic Technologist School Supervisor	TI	53	53	53	53	53
18012	Radiology Manager	MGT	66	66	66	66	66
18022	Real Property Agent I	ADM	49	49	49	49	49

JOB CODE	CLASSIFICATION TITLE	UNIT	SALARY EFFECTIVE				
			01-12-02	07-13-02	12-28-02	07-12-03	07-10-04
18023	Real Property Agent II	ADM	56	56	56	56	56
18042	Recordable Document Clerk I	CLK	34	34	34	34	34
18045	Recordable Document Clerk II	CLK	37	37	37	37	37
18041	Recordable Document Clerk Trainee	CLK	24	24	24	24	24
18044	Recording Supervisor	SUP	45	45	45	45	45
18060	Regional Building Inspector Supervisor	SUP	61	61	61	61	61
14037	Registered Cardiopulmonary Nurse	PRF	NPD	NPD	NPD	NPD	NPD
18070	Registered Nurse I - ARMC	PRF	NPA	NPA	NPA	NPA	NPA
18071	Registered Nurse I - PH	PRF	46	46	46	46	46
18075	Registered Nurse II - ARMC	PRF	NPC	NPC	NPC	NPC	NPC
18077	Registered Nurse II - PH	PRF	51	51	52	52	52
18207	Registered Nurse II - PSD	PRF	49	49	49	49	49
18081	Rehabilitation Services Supervisor	SUP	64	64	64	64	64
18086	Reproduction Equipment Operator I	CLT	33	33	33	33	33
18087	Reproduction Equipment Operator II	CLT	36	36	36	36	36
18088	Reproduction Equipment Operator Trainee	CLT	23	23	23	23	23
18094	Research and Planning Psychologist	SUP	67	67	67	67	67
18118	Respiratory Care Practitioner I	ADM	46	46	46	46	46
18119	Respiratory Care Practitioner II	ADM	48	48	48	48	48
18121	Respiratory Care Practitioner III	PRF	50	50	50	50	50
18123	Respiratory Therapist	ADM	40	40	40	40	40
18122	Respiratory Therapist Trainee (MC)	ADM	32	32	32	32	32
18136	Retirement Information Technician	TI	33	33	33	33	33
18125	Retirement Investment Analyst	ADM	64	64	64	64	64
18130	Retirement Specialist I	TI	42	42	42	42	42
18131	Retirement Specialist II	TI	46	46	46	46	46
18124	Retirement Specialist Lead	TI	51	51	51	51	51
18129	Retirement Specialist Trainee	TI	34	34	34	34	34
10007	Right-of-Way Manager	MGT	64	64	64	64	64
18137	Right-of-Way Section Chief	TI	60	60	62	62	62
19003	Safety Officer	SUP	62	62	62	62	62
19008	Safety Specialist	ADM	53	53	53	53	53
19007	Safety Specialist Trainee	ADM	46	46	46	46	46
19024	Scale Operations Supervisor	SUP	41	41	41	41	41
19020	Scale Operator	CLT	36	36	36	36	36
19040	Secretary I	CLK	35	35	35	35	35
19045	Secretary II	CLK	38	38	38	38	38
19050	Security Technician I	TI	27	27	27	27	27
19051	Security Technician II	TI	29	29	29	29	29
10017	Senior Curator	PRF	58	58	58	58	58
19236	Senior Information & Referral Area Rep	ADM	34	34	34	34	34
19380	Senior Public Health Veterinarian	PRF	61	61	61	61	61
19385	Senior Services Counselor (MC)	PRF	50	50	50	50	50
19455	Sheet Metal Worker	CLT	42	42	42	42	42
19456	Sheriff's Assistant Laundry Facility Supervisor	CLT	27	27	27	27	27
19457	Sheriff's Automated Systems Supervisor	SUP	65	65	65	65	65
01190	Sheriff's Aviation Mechanic	CLT	55	55	55	55	55
01191	Sheriff's Aviation Mechanic Supervisor	SUP	59	59	59	59	59
13055	Sheriff's Civil Clerk I	CLK	26	26	26	26	26

JOB CODE	CLASSIFICATION TITLE	UNIT	SALARY EFFECTIVE				
			01-12-02	07-13-02	12-28-02	07-12-03	07-10-04
13060	Sheriff's Civil Clerk II	CLK	31	31	31	31	31
19464	Sheriff's Civil Investigator	TI	49	49	49	49	49
13072	Sheriff's Civil Technician	TI	32	32	32	32	32
19477	Sheriff's Communications Dispatcher I	TI	35	35	35	35	35
19476	Sheriff's Communications Dispatcher I Trainee	TI	31	31	31	31	31
19479	Sheriff's Communications Dispatcher II	TI	43	43	43	43	43
19478	Sheriff's Communications Dispatcher II Trainee	TI	39	39	39	39	39
19470	Sheriff's Cook I	CLT	32	32	32	32	32
19471	Sheriff's Cook II	CLT	39	39	39	39	39
19469	Sheriff's Cook Trainee (MC)	CLT	23	23	23	23	23
19468	Sheriff's Custody Assistant	CLK	28	28	28	28	28
19467	Sheriff's Custody Specialist	TI	40	40	40	40	40
19459	Sheriff's Facilities Coordinator	ADM	48	48	48	48	48
19503	Sheriff's Fleet Supervisor	SUP	57	57	57	57	57
19505	Sheriff's Food Service Manager	MGT	59	59	59	59	59
19506	Sheriff's Food Service Supervisor	SUP	43	43	43	43	43
19508	Sheriff's Food Services Director	MGT	70	70	70	70	70
19507	Sheriff's Health Services Manager	MGT	74	74	74	74	74
19510	Sheriff's Laundry Facility Supervisor	CLT	31	31	31	31	31
19525	Sheriff's Maintenance Mechanic	CLT	44	44	44	44	44
19524	Sheriff's Maintenance Superintendent	MGT	60	60	60	60	60
19504	Sheriff's Motor and Fabrication Mechanic	CLT	51	51	51	51	51
19463	Sheriff's Nursing Supervisor	SUP	NPI	NPI	NPI	NPI	NPI
19526	Sheriff's Pilot	TI	58	58	58	58	58
19527	Sheriff's Public Information Officer	ADM	53	53	53	53	53
19530	Sheriff's Records Clerk	CLK	28	28	28	28	28
19536	Sheriff's Records Manager	MGT	49	49	49	49	49
19532	Sheriff's Registered Nurse I	PRF	NPC	NPC	NPC	NPC	NPC
09021	Sheriff's Registered Nurse II	PRF	NPE	NPE	NPE	NPE	NPE
19533	Sheriff's Registered Nurse III	PRF	NPF	NPF	NPF	NPF	NPF
19534	Sheriff's Research Analyst	ADM	56	56	56	56	56
19543	Sheriff's Service Specialist	TI	37	37	37	37	37
19542	Sheriff's Services Coordinator	ADM	58	58	58	58	58
19550	Sheriff's Station Clerk	CLK	33	33	33	33	33
19489	Sheriff's Supv Communications Dispatcher	SUP	48	48	48	48	48
19458	Sheriff's Training Specialist I	ADM	47	47	47	47	47
19498	Sheriff's Training Specialist II	ADM	51	51	51	51	51
19563	Social Service Aide	TI	31	31	31	31	31
19616	Social Service Practitioner	PRF	54	54	54	54	54
19617	Social Service Practitioner Trainee	PRF	49	49	49	49	49
19608	Social Worker I	ADM	41	41	41	41	41
19610	Social Worker II	ADM	47	47	47	47	47
19611	Social Worker II Trainee	ADM	41	41	41	41	41
19607	Social Worker Trainee (MC)	ADM	38	38	38	38	38
04389	Solid Waste Programs Administrator	ADM	60	60	60	60	60
18208	Special Education Specialist	PRF	52	52	52	52	52
19636	Special Procedures Radiologic Technologist I	TI	53	53	54	54	54
19637	Special Procedures Radiologic Technologist II	TI	55	55	56	56	56
01672	Special Projects Leader	ADM	71	71	71	71	71

JOB CODE	CLASSIFICATION TITLE	UNIT	SALARY EFFECTIVE				
			01-12-02	07-13-02	12-28-02	07-12-03	07-10-04
20024	Speech Therapist	PRF	61	61	61	61	61
19640	Sprinkler System Worker	CLT	38	38	38	38	38
19644	Staff Aide	ADM	41	41	41	41	41
19646	Staff Analyst I	ADM	50	50	50	50	50
19647	Staff Analyst II	ADM	56	56	56	56	56
19649	Staff Analyst Trainee	ADM	43	43	43	43	43
19655	Staff Development Training Instructor	ADM	49	49	49	49	49
19682	Statistical Methods Analyst	ADM	53	53	53	53	53
19681	Statistical Methods Analyst Trainee	ADM	41	41	41	41	41
19706	Storekeeper	CLT	25	25	25	25	25
90025	Storekeeper II (MC)	CLT	32	32	32	32	32
90027	Storekeeper III (MC)	CLT	34	34	34	34	34
19700	Stores Specialist	CLT	32	32	32	32	32
19701	Stores Supervisor I	SUP	32	32	32	32	32
19702	Stores Supervisor II	SUP	40	40	40	40	40
19718	Student Intern II (MC)	PRF	25	25	25	25	25
19750	Substance Abuse Manager	MGT	63	63	63	63	63
19757	Superior Court Conservatorship Investigator	TI	47	47	47	47	47
19764	Supervising Accountant I	SUP	50	50	50	50	50
19767	Supervising Accountant II	SUP	60	60	60	60	60
19768	Supervising Accountant III	SUP	64	64	64	64	64
19766	Supervising Accounting Technician	SUP	44	44	44	44	44
19770	Supervising Accredited Records Technician	SUP	46	46	46	46	46
06061	Supervising ACR Payroll Technician	SUP	43	43	43	43	43
01126	Supervising Agricultural Biologist (MC)	SUP	51	51	51	51	51
19771	Supervising Agricultural/Standards Officer	SUP	53	53	53	53	53
19774	Supervising Animal Control Officer I	SUP	39	39	39	39	39
19779	Supervising Animal Control Officer II	SUP	47	47	50	50	50
03421	Supervising Appeals Specialist I	SUP	51	51	51	51	51
03420	Supervising Appeals Specialist II	SUP	55	55	55	55	55
19769	Supervising Auditor Appraiser	SUP	61	61	61	61	61
19772	Supervising Automated Systems Analyst I	SUP	57	57	57	57	57
19776	Supervising Automated Systems Analyst II	SUP	61	61	61	61	61
19777	Supervising Automated Systems Technician	SUP	42	42	42	42	42
19775	Supervising Bio-Med Electronics Technician	SUP	56	56	56	56	56
19778	Supervising Building Construction Inspector	SUP	58	58	58	58	58
19780	Supervising Building Plant Operator	SUP	54	54	54	54	54
02104	Supervising Buyer	SUP	55	55	55	55	55
05100	Supervising Case Review Specialist	SUP	60	60	60	60	60
19791	Supervising Child Support Field Investigator	SUP	51	51	51	51	51
19792	Supervising Child Support Officer	SUP	48	48	48	48	48
19795	Supervising Collections Officer	SUP	48	48	48	48	48
19794	Supervising Communications Technician	SUP	58	58	58	58	58
03123	Supervising Crime Analyst	SUP	59	59	59	59	59
19817	Supervising Custodian	SUP	31	31	31	31	31
19819	Supervising Deputy District Attorney	SUP	83	83	83	83	83
19818	Supervising Deputy Public Administrator	SUP	51	51	51	51	51
19821	Supervising Deputy Public Defender	SUP	83	83	83	83	83
04192	Supervising Deputy Public Guardian I	SUP	51	51	51	51	51

JOB CODE	CLASSIFICATION TITLE	UNIT	SALARY EFFECTIVE				
			01-12-02	07-13-02	12-28-02	07-12-03	07-10-04
19820	Supervising Deputy Public Guardian II	SUP	55	55	55	55	55
19182	Supervising Dietitian	SUP	53	53	53	53	53
19826	Supervising District Appraiser I	SUP	57	57	57	57	57
19827	Supervising District Appraiser II	SUP	61	61	61	61	61
19824	Supervising ECD Analyst	SUP	64	64	64	64	64
19828	Supervising Employment Services Analyst	SUP	54	54	54	54	54
05131	Supervising Employment Services Specialist I	SUP	48	48	48	48	48
05139	Supervising Employment Services Specialist II	SUP	54	54	54	54	54
05151	Supervising Environmental Health Specialist	SUP	62	62	62	62	62
19843	Supervising Financial Interviewer	SUP	38	38	38	38	38
19838	Supervising Fiscal Clerk I	SUP	38	38	38	38	38
19842	Supervising Fiscal Clerk II	SUP	42	42	42	42	42
19825	Supervising Forensic Specialist	SUP	50	50	50	50	50
19846	Supervising Grounds Caretaker	SUP	38	38	38	38	38
16373	Supervising Health Services Assistant	SUP	32	32	32	32	32
19886	Supervising HSS Program Specialist	SUP	57	57	57	57	57
19855	Supervising Institutional Nurse - Probation	SUP	NPH	NPH	NPH	NPH	NPH
12016	Supervising Laboratory Assistant	SUP	30	30	30	30	30
19860	Supervising Laboratory Technologist	SUP	66	66	66	66	66
19861	Supervising Land Surveyor	SUP	69	69	69	69	69
19866	Supervising Liability Claims Representative	SUP	62	62	62	62	62
19871	Supervising Microfilm/Photographic Technician	SUP	36	36	36	36	36
19868	Supervising Museum Curator	SUP	54	54	54	54	54
19915	Supervising Pediatric Rehabilitation Therapist	SUP	XL	XL	XL	XL	XL
16365	Supervising Phlebotomist	SUP	29	29	29	29	29
19835	Supervising Planner	SUP	64	64	64	64	64
19355	Supervising Public Health Nurse	SUP	61	61	61	61	61
19990	Supervising Public Health Nutritionist	SUP	54	54	54	54	54
19900	Supervising Respiratory Care Practitioner	SUP	54	54	54	54	54
03275	Supervising Social Service Practitioner	SUP	59	59	59	59	59
19579	Supervising Social Worker	SUP	51	51	51	51	51
19578	Supervising Station Clerk	SUP	37	37	37	37	37
19841	Supervising Telephone Operator	SUP	30	30	30	30	30
19840	Supervising Teleprocessing Specialist (MC)	SUP	48	48	48	48	48
19916	Supervising Title Transfer Technician I	SUP	41	41	41	41	41
19917	Supervising Title Transfer Technician II	SUP	45	45	45	45	45
19922	Supervising Utilization Review Technician	SUP	38	38	38	38	38
19918	Supervising Veterans Service Representative	SUP	50	50	50	50	50
22049	Supervising Victim/Witness Advocate	SUP	49	49	49	49	49
19921	Supervising Workers' Compensation Adjuster	SUP	62	62	62	62	62
15034	Surgical Technician	TI	31	31	31	31	31
19930	Survey Division Chief	MGT	74	74	75	75	75
19935	Survey Party Chief	SUP	54	54	55	55	55
19951	Systems Accountant I	ADM	56	56	56	56	56
19952	Systems Accountant II	ADM	60	60	60	60	60
19954	Systems Accountant III	ADM	63	63	63	63	63
19945	Systems Analyst I	ADM	57	57	57	57	57
19946	Systems Analyst II	ADM	60	60	60	60	60
19950	Systems Analyst Trainee	ADM	42	42	42	42	42

JOB CODE	CLASSIFICATION TITLE	UNIT	SALARY EFFECTIVE				
			01-12-02	07-13-02	12-28-02	07-12-03	07-10-04
19956	Systems Development Team Leader	SUP	71	71	71	71	71
09104	Systems Forensic Technician	TI	42	42	42	42	42
19953	Systems Procedures Analyst	ADM	63	63	63	63	63
19940	Systems Procedures Analyst Trainee	ADM	53	53	53	53	53
19960	Systems Support Analyst I	ADM	57	57	57	57	57
19965	Systems Support Analyst II	ADM	63	63	63	63	63
19970	Systems Support Analyst III	ADM	67	67	67	67	67
19975	Systems Support Supervisor	SUP	71	71	71	71	71
09003	TAD Training Instructor	ADM	47	47	47	47	47
15035	Tax Collection Manager	MGT	59	59	59	59	59
15037	Tax Collector Accounting Manager	MGT	56	56	56	56	56
15036	Tax Sale Supervisor	SUP	44	44	44	44	44
19980	Technology Helpdesk Supervisor	SUP	57	57	57	57	57
20001	Telecommunications Engineer I	PRF	52	52	52	52	52
20003	Telecommunications Engineer II	PRF	58	58	58	58	58
20010	Telephone Operator	CLK	24	24	24	24	24
20012	Telephone Service Specialist	TI	XC	XC	XC	XC	XC
20013	Telephone Service Specialist Trainee	TI	XA	XA	XA	XA	XA
20016	Telephone Service Supervisor	SUP	XF	XF	XF	XF	XF
20011	Telephone/Electronics Manager	MGT	70	70	70	70	70
20020	Teleprocessing Specialist	TI	44	44	44	44	44
20021	Teleprocessing Specialist Trainee	TI	37	37	37	37	37
20025	Title Transfer Technician I	TI	37	37	37	37	37
20030	Title Transfer Technician II	TI	40	40	40	40	40
20035	Title Transfer Technician Trainee	TI	28	28	28	28	28
20065	Transcriber Typist I	CLK	29	29	29	29	29
20070	Transcriber Typist II	CLK	33	33	33	33	33
20060	Transcriber Typist Trainee	CLK	26	26	26	26	26
20072	Transplant Coordinator I	PRF	56	56	56	56	56
20073	Transplant Coordinator II	PRF	60	60	60	60	60
19992	Treasurer's Office Supervisor	SUP	56	56	56	56	56
20095	Tree Crew Supervisor	SUP	50	50	50	50	50
20100	Tree Trimmer	CLT	46	46	46	46	46
20101	Tree Trimmer Trainee	CLT	35	35	35	35	35
20103	Tumor Registrar	TI	42	42	42	42	42
21004	Ultrasound Technologist	TI	54	54	54	54	54
21009	Utilization Review Technician	TI	34	34	34	34	34
21010	Utilization Review Technician Trainee	TI	30	30	30	30	30
22021	Vector Control Technician I	TI	42	42	42	42	42
22022	Vector Control Technician II	TI	45	45	45	45	45
22020	Vector Control Technician Trainee	TI	36	36	36	36	36
22023	Vector Ecologist	PRF	57	57	57	57	57
22030	Vehicle Services Shop Supervisor	CLT	36	36	36	36	36
22041	Veteran's Service Representative I	TI	42	42	42	42	42
22042	Veteran's Service Representative II	TI	45	45	45	45	45
22040	Veteran's Service Representative Trainee	TI	33	33	33	33	33
17351	Victim Services Manager	MGT	61	61	64	64	64
22046	Victim/Witness Advocate I	ADM	41	41	41	41	41
22047	Victim/Witness Advocate II	ADM	45	45	45	45	45

JOB CODE	CLASSIFICATION TITLE	UNIT	SALARY EFFECTIVE				
			01-12-02	07-13-02	12-28-02	07-12-03	07-10-04
22045	Victim/Witness Program Coordinator	SUP	51	51	51	51	51
22050	Volunteer Services Coordinator	SUP	39	39	40	40	40
23010	Ward Clerk	CLK	25	25	25	25	25
19619	Waste Systems Engineering/Operations Mgr	MGT	69	69	69	69	69
90026	Word Processing Operator I (MC)	CLK	30	30	30	30	30
23102	Workers' Compensation Adjuster I	TI	43	43	43	43	43
23104	Workers' Compensation Adjuster II	TI	55	55	55	55	55
23106	Workers' Compensation Adjuster III	TI	58	58	58	58	58

(MC) Denotes a maintenance class which will be deleted when all incumbents have vacated.

APPENDIX C - PAY RANGES

Ranges Eff. 07-13-2002		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
7	Hourly	6.53	6.70	6.85	7.03	7.20	7.37	7.55	7.74	7.93	8.14	8.31
	Appx. Bi-wkly	522.40	536.00	548.00	562.40	576.00	589.60	604.00	619.20	634.40	651.20	664.80
	Appx. Monthly	1,131.87	1,161.33	1,187.33	1,218.53	1,248.00	1,277.47	1,308.67	1,341.60	1,374.53	1,410.93	1,440.40
	Appx. Annual	13,582.40	13,936.00	14,248.00	14,622.40	14,976.00	15,329.60	15,704.00	16,099.20	16,494.40	16,931.20	17,284.80
8	Hourly	6.70	6.85	7.03	7.20	7.37	7.55	7.74	7.93	8.14	8.31	8.53
	Appx. Bi-wkly	536.00	548.00	562.40	576.00	589.60	604.00	619.20	634.40	651.20	664.80	682.40
	Appx. Monthly	1,161.33	1,187.33	1,218.53	1,248.00	1,277.47	1,308.67	1,341.60	1,374.53	1,410.93	1,440.40	1,478.53
	Appx. Annual	13,936.00	14,248.00	14,622.40	14,976.00	15,329.60	15,704.00	16,099.20	16,494.40	16,931.20	17,284.80	17,742.40
9	Hourly	6.85	7.03	7.20	7.37	7.55	7.74	7.93	8.14	8.31	8.53	8.74
	Appx. Bi-wkly	548.00	562.40	576.00	589.60	604.00	619.20	634.40	651.20	664.80	682.40	699.20
	Appx. Monthly	1,187.33	1,218.53	1,248.00	1,277.47	1,308.67	1,341.60	1,374.53	1,410.93	1,440.40	1,478.53	1,514.93
	Appx. Annual	14,248.00	14,622.40	14,976.00	15,329.60	15,704.00	16,099.20	16,494.40	16,931.20	17,284.80	17,742.40	18,179.20
10	Hourly	7.03	7.20	7.37	7.55	7.74	7.93	8.14	8.31	8.53	8.74	8.95
	Appx. Bi-wkly	562.40	576.00	589.60	604.00	619.20	634.40	651.20	664.80	682.40	699.20	716.00
	Appx. Monthly	1,218.53	1,248.00	1,277.47	1,308.67	1,341.60	1,374.53	1,410.93	1,440.40	1,478.53	1,514.93	1,551.33
	Appx. Annual	14,622.40	14,976.00	15,329.60	15,704.00	16,099.20	16,494.40	16,931.20	17,284.80	17,742.40	18,179.20	18,616.00
11	Hourly	7.20	7.37	7.55	7.74	7.93	8.14	8.31	8.53	8.74	8.95	9.18
	Appx. Bi-wkly	576.00	589.60	604.00	619.20	634.40	651.20	664.80	682.40	699.20	716.00	734.40
	Appx. Monthly	1,248.00	1,277.47	1,308.67	1,341.60	1,374.53	1,410.93	1,440.40	1,478.53	1,514.93	1,551.33	1,591.20
	Appx. Annual	14,976.00	15,329.60	15,704.00	16,099.20	16,494.40	16,931.20	17,284.80	17,742.40	18,179.20	18,616.00	19,094.40
12	Hourly	7.37	7.55	7.74	7.93	8.14	8.31	8.53	8.74	8.95	9.18	9.40
	Appx. Bi-wkly	589.60	604.00	619.20	634.40	651.20	664.80	682.40	699.20	716.00	734.40	752.00
	Appx. Monthly	1,277.47	1,308.67	1,341.60	1,374.53	1,410.93	1,440.40	1,478.53	1,514.93	1,551.33	1,591.20	1,629.33
	Appx. Annual	15,329.60	15,704.00	16,099.20	16,494.40	16,931.20	17,284.80	17,742.40	18,179.20	18,616.00	19,094.40	19,552.00
13	Hourly	7.55	7.74	7.93	8.14	8.31	8.53	8.74	8.95	9.18	9.40	9.64
	Appx. Bi-wkly	604.00	619.20	634.40	651.20	664.80	682.40	699.20	716.00	734.40	752.00	771.20
	Appx. Monthly	1,308.67	1,341.60	1,374.53	1,410.93	1,440.40	1,478.53	1,514.93	1,551.33	1,591.20	1,629.33	1,670.93
	Appx. Annual	15,704.00	16,099.20	16,494.40	16,931.20	17,284.80	17,742.40	18,179.20	18,616.00	19,094.40	19,552.00	20,051.20
14	Hourly	7.74	7.93	8.14	8.31	8.53	8.74	8.95	9.18	9.40	9.64	9.87
	Appx. Bi-wkly	619.20	634.40	651.20	664.80	682.40	699.20	716.00	734.40	752.00	771.20	789.60
	Appx. Monthly	1,341.60	1,374.53	1,410.93	1,440.40	1,478.53	1,514.93	1,551.33	1,591.20	1,629.33	1,670.93	1,710.80
	Appx. Annual	16,099.20	16,494.40	16,931.20	17,284.80	17,742.40	18,179.20	18,616.00	19,094.40	19,552.00	20,051.20	20,529.60
15	Hourly	7.93	8.14	8.31	8.53	8.74	8.95	9.18	9.40	9.64	9.87	10.12
	Appx. Bi-wkly	634.40	651.20	664.80	682.40	699.20	716.00	734.40	752.00	771.20	789.60	809.60
	Appx. Monthly	1,374.53	1,410.93	1,440.40	1,478.53	1,514.93	1,551.33	1,591.20	1,629.33	1,670.93	1,710.80	1,754.13
	Appx. Annual	16,494.40	16,931.20	17,284.80	17,742.40	18,179.20	18,616.00	19,094.40	19,552.00	20,051.20	20,529.60	21,049.60
16	Hourly	8.14	8.31	8.53	8.74	8.95	9.18	9.40	9.64	9.87	10.12	10.36
	Appx. Bi-wkly	651.20	664.80	682.40	699.20	716.00	734.40	752.00	771.20	789.60	809.60	828.80
	Appx. Monthly	1,410.93	1,440.40	1,478.53	1,514.93	1,551.33	1,591.20	1,629.33	1,670.93	1,710.80	1,754.13	1,795.73
	Appx. Annual	16,931.20	17,284.80	17,742.40	18,179.20	18,616.00	19,094.40	19,552.00	20,051.20	20,529.60	21,049.60	21,548.80
17	Hourly	8.31	8.53	8.74	8.95	9.18	9.40	9.64	9.87	10.12	10.36	10.63
	Appx. Bi-wkly	664.80	682.40	699.20	716.00	734.40	752.00	771.20	789.60	809.60	828.80	850.40
	Appx. Monthly	1,440.40	1,478.53	1,514.93	1,551.33	1,591.20	1,629.33	1,670.93	1,710.80	1,754.13	1,795.73	1,842.53
	Appx. Annual	17,284.80	17,742.40	18,179.20	18,616.00	19,094.40	19,552.00	20,051.20	20,529.60	21,049.60	21,548.80	22,110.40
18	Hourly	8.53	8.74	8.95	9.18	9.40	9.64	9.87	10.12	10.36	10.63	10.88
	Appx. Bi-wkly	682.40	699.20	716.00	734.40	752.00	771.20	789.60	809.60	828.80	850.40	870.40
	Appx. Monthly	1,478.53	1,514.93	1,551.33	1,591.20	1,629.33	1,670.93	1,710.80	1,754.13	1,795.73	1,842.53	1,885.87
	Appx. Annual	17,742.40	18,179.20	18,616.00	19,094.40	19,552.00	20,051.20	20,529.60	21,049.60	21,548.80	22,110.40	22,630.40
19	Hourly	8.74	8.95	9.18	9.40	9.64	9.87	10.12	10.36	10.63	10.88	11.15
	Appx. Bi-wkly	699.20	716.00	734.40	752.00	771.20	789.60	809.60	828.80	850.40	870.40	892.00
	Appx. Monthly	1,514.93	1,551.33	1,591.20	1,629.33	1,670.93	1,710.80	1,754.13	1,795.73	1,842.53	1,885.87	1,932.67
	Appx. Annual	18,179.20	18,616.00	19,094.40	19,552.00	20,051.20	20,529.60	21,049.60	21,548.80	22,110.40	22,630.40	23,192.00
20	Hourly	8.95	9.18	9.40	9.64	9.87	10.12	10.36	10.63	10.88	11.15	11.43
	Appx. Bi-wkly	716.00	734.40	752.00	771.20	789.60	809.60	828.80	850.40	870.40	892.00	914.40
	Appx. Monthly	1,551.33	1,591.20	1,629.33	1,670.93	1,710.80	1,754.13	1,795.73	1,842.53	1,885.87	1,932.67	1,981.20
	Appx. Annual	18,616.00	19,094.40	19,552.00	20,051.20	20,529.60	21,049.60	21,548.80	22,110.40	22,630.40	23,192.00	23,774.40
21	Hourly	9.18	9.40	9.64	9.87	10.12	10.36	10.63	10.88	11.15	11.43	11.73
	Appx. Bi-wkly	734.40	752.00	771.20	789.60	809.60	828.80	850.40	870.40	892.00	914.40	938.40
	Appx. Monthly	1,591.20	1,629.33	1,670.93	1,710.80	1,754.13	1,795.73	1,842.53	1,885.87	1,932.67	1,981.20	2,033.20
	Appx. Annual	19,094.40	19,552.00	20,051.20	20,529.60	21,049.60	21,548.80	22,110.40	22,630.40	23,192.00	23,774.40	24,398.40

Ranges Eff. 07-13-2002	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
22 Hourly	9.40	9.64	9.87	10.12	10.36	10.63	10.88	11.15	11.43	11.73	12.01
Appx. Bi-wkly	752.00	771.20	789.60	809.60	828.80	850.40	870.40	892.00	914.40	938.40	960.80
Appx. Monthly	1,629.33	1,670.93	1,710.80	1,754.13	1,795.73	1,842.53	1,885.87	1,932.67	1,981.20	2,033.20	2,081.73
Appx. Annual	19,552.00	20,051.20	20,529.60	21,049.60	21,548.80	22,110.40	22,630.40	23,192.00	23,774.40	24,398.40	24,980.80
23 Hourly	9.64	9.87	10.12	10.36	10.63	10.88	11.15	11.43	11.73	12.01	12.30
Appx. Bi-wkly	771.20	789.60	809.60	828.80	850.40	870.40	892.00	914.40	938.40	960.80	984.00
Appx. Monthly	1,670.93	1,710.80	1,754.13	1,795.73	1,842.53	1,885.87	1,932.67	1,981.20	2,033.20	2,081.73	2,132.00
Appx. Annual	20,051.20	20,529.60	21,049.60	21,548.80	22,110.40	22,630.40	23,192.00	23,774.40	24,398.40	24,980.80	25,584.00
24 Hourly	9.87	10.12	10.36	10.63	10.88	11.15	11.43	11.73	12.01	12.30	12.58
Appx. Bi-wkly	789.60	809.60	828.80	850.40	870.40	892.00	914.40	938.40	960.80	984.00	1,006.40
Appx. Monthly	1,710.80	1,754.13	1,795.73	1,842.53	1,885.87	1,932.67	1,981.20	2,033.20	2,081.73	2,132.00	2,180.53
Appx. Annual	20,529.60	21,049.60	21,548.80	22,110.40	22,630.40	23,192.00	23,774.40	24,398.40	24,980.80	25,584.00	26,166.40
25 Hourly	10.12	10.36	10.63	10.88	11.15	11.43	11.73	12.01	12.30	12.58	12.92
Appx. Bi-wkly	809.60	828.80	850.40	870.40	892.00	914.40	938.40	960.80	984.00	1,006.40	1,033.60
Appx. Monthly	1,754.13	1,795.73	1,842.53	1,885.87	1,932.67	1,981.20	2,033.20	2,081.73	2,132.00	2,180.53	2,239.47
Appx. Annual	21,049.60	21,548.80	22,110.40	22,630.40	23,192.00	23,774.40	24,398.40	24,980.80	25,584.00	26,166.40	26,873.60
26 Hourly	10.36	10.63	10.88	11.15	11.43	11.73	12.01	12.30	12.58	12.92	13.25
Appx. Bi-wkly	828.80	850.40	870.40	892.00	914.40	938.40	960.80	984.00	1,006.40	1,033.60	1,060.00
Appx. Monthly	1,795.73	1,842.53	1,885.87	1,932.67	1,981.20	2,033.20	2,081.73	2,132.00	2,180.53	2,239.47	2,296.67
Appx. Annual	21,548.80	22,110.40	22,630.40	23,192.00	23,774.40	24,398.40	24,980.80	25,584.00	26,166.40	26,873.60	27,560.00
27 Hourly	10.63	10.88	11.15	11.43	11.73	12.01	12.30	12.58	12.92	13.25	13.57
Appx. Bi-wkly	850.40	870.40	892.00	914.40	938.40	960.80	984.00	1,006.40	1,033.60	1,060.00	1,085.60
Appx. Monthly	1,842.53	1,885.87	1,932.67	1,981.20	2,033.20	2,081.73	2,132.00	2,180.53	2,239.47	2,296.67	2,352.13
Appx. Annual	22,110.40	22,630.40	23,192.00	23,774.40	24,398.40	24,980.80	25,584.00	26,166.40	26,873.60	27,560.00	28,225.60
28 Hourly	10.88	11.15	11.43	11.73	12.01	12.30	12.58	12.92	13.25	13.57	13.90
Appx. Bi-wkly	870.40	892.00	914.40	938.40	960.80	984.00	1,006.40	1,033.60	1,060.00	1,085.60	1,112.00
Appx. Monthly	1,885.87	1,932.67	1,981.20	2,033.20	2,081.73	2,132.00	2,180.53	2,239.47	2,296.67	2,352.13	2,409.33
Appx. Annual	22,630.40	23,192.00	23,774.40	24,398.40	24,980.80	25,584.00	26,166.40	26,873.60	27,560.00	28,225.60	28,912.00
29 Hourly	11.15	11.43	11.73	12.01	12.30	12.58	12.92	13.25	13.57	13.90	14.24
Appx. Bi-wkly	892.00	914.40	938.40	960.80	984.00	1,006.40	1,033.60	1,060.00	1,085.60	1,112.00	1,139.20
Appx. Monthly	1,932.67	1,981.20	2,033.20	2,081.73	2,132.00	2,180.53	2,239.47	2,296.67	2,352.13	2,409.33	2,468.27
Appx. Annual	23,192.00	23,774.40	24,398.40	24,980.80	25,584.00	26,166.40	26,873.60	27,560.00	28,225.60	28,912.00	29,619.20
30 Hourly	11.43	11.73	12.01	12.30	12.58	12.92	13.25	13.57	13.90	14.24	14.58
Appx. Bi-wkly	914.40	938.40	960.80	984.00	1,006.40	1,033.60	1,060.00	1,085.60	1,112.00	1,139.20	1,166.40
Appx. Monthly	1,981.20	2,033.20	2,081.73	2,132.00	2,180.53	2,239.47	2,296.67	2,352.13	2,409.33	2,468.27	2,527.20
Appx. Annual	23,774.40	24,398.40	24,980.80	25,584.00	26,166.40	26,873.60	27,560.00	28,225.60	28,912.00	29,619.20	30,326.40
31 Hourly	11.73	12.01	12.30	12.58	12.92	13.25	13.57	13.90	14.24	14.58	14.95
Appx. Bi-wkly	938.40	960.80	984.00	1,006.40	1,033.60	1,060.00	1,085.60	1,112.00	1,139.20	1,166.40	1,196.00
Appx. Monthly	2,033.20	2,081.73	2,132.00	2,180.53	2,239.47	2,296.67	2,352.13	2,409.33	2,468.27	2,527.20	2,591.33
Appx. Annual	24,398.40	24,980.80	25,584.00	26,166.40	26,873.60	27,560.00	28,225.60	28,912.00	29,619.20	30,326.40	31,096.00
32 Hourly	12.01	12.30	12.58	12.92	13.25	13.57	13.90	14.24	14.58	14.95	15.32
Appx. Bi-wkly	960.80	984.00	1,006.40	1,033.60	1,060.00	1,085.60	1,112.00	1,139.20	1,166.40	1,196.00	1,225.60
Appx. Monthly	2,081.73	2,132.00	2,180.53	2,239.47	2,296.67	2,352.13	2,409.33	2,468.27	2,527.20	2,591.33	2,655.47
Appx. Annual	24,980.80	25,584.00	26,166.40	26,873.60	27,560.00	28,225.60	28,912.00	29,619.20	30,326.40	31,096.00	31,865.60
33 Hourly	12.30	12.58	12.92	13.25	13.57	13.90	14.24	14.58	14.95	15.32	15.70
Appx. Bi-wkly	984.00	1,006.40	1,033.60	1,060.00	1,085.60	1,112.00	1,139.20	1,166.40	1,196.00	1,225.60	1,256.00
Appx. Monthly	2,132.00	2,180.53	2,239.47	2,296.67	2,352.13	2,409.33	2,468.27	2,527.20	2,591.33	2,655.47	2,721.33
Appx. Annual	25,584.00	26,166.40	26,873.60	27,560.00	28,225.60	28,912.00	29,619.20	30,326.40	31,096.00	31,865.60	32,656.00
34 Hourly	12.58	12.92	13.25	13.57	13.90	14.24	14.58	14.95	15.32	15.70	16.09
Appx. Bi-wkly	1,006.40	1,033.60	1,060.00	1,085.60	1,112.00	1,139.20	1,166.40	1,196.00	1,225.60	1,256.00	1,287.20
Appx. Monthly	2,180.53	2,239.47	2,296.67	2,352.13	2,409.33	2,468.27	2,527.20	2,591.33	2,655.47	2,721.33	2,788.93
Appx. Annual	26,166.40	26,873.60	27,560.00	28,225.60	28,912.00	29,619.20	30,326.40	31,096.00	31,865.60	32,656.00	33,467.20
35 Hourly	12.92	13.25	13.57	13.90	14.24	14.58	14.95	15.32	15.70	16.09	16.48
Appx. Bi-wkly	1,033.60	1,060.00	1,085.60	1,112.00	1,139.20	1,166.40	1,196.00	1,225.60	1,256.00	1,287.20	1,318.40
Appx. Monthly	2,239.47	2,296.67	2,352.13	2,409.33	2,468.27	2,527.20	2,591.33	2,655.47	2,721.33	2,788.93	2,856.53
Appx. Annual	26,873.60	27,560.00	28,225.60	28,912.00	29,619.20	30,326.40	31,096.00	31,865.60	32,656.00	33,467.20	34,278.40
36 Hourly	13.25	13.57	13.90	14.24	14.58	14.95	15.32	15.70	16.09	16.48	16.90
Appx. Bi-wkly	1,060.00	1,085.60	1,112.00	1,139.20	1,166.40	1,196.00	1,225.60	1,256.00	1,287.20	1,318.40	1,352.00
Appx. Monthly	2,296.67	2,352.13	2,409.33	2,468.27	2,527.20	2,591.33	2,655.47	2,721.33	2,788.93	2,856.53	2,929.33
Appx. Annual	27,560.00	28,225.60	28,912.00	29,619.20	30,326.40	31,096.00	31,865.60	32,656.00	33,467.20	34,278.40	35,152.00
37 Hourly	13.57	13.90	14.24	14.58	14.95	15.32	15.70	16.09	16.48	16.90	17.32
Appx. Bi-wkly	1,085.60	1,112.00	1,139.20	1,166.40	1,196.00	1,225.60	1,256.00	1,287.20	1,318.40	1,352.00	1,385.60
Appx. Monthly	2,352.13	2,409.33	2,468.27	2,527.20	2,591.33	2,655.47	2,721.33	2,788.93	2,856.53	2,929.33	3,002.13

Ranges Eff. 07-13-2002	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
Appx. Annual	28,225.60	28,912.00	29,619.20	30,326.40	31,096.00	31,865.60	32,656.00	33,467.20	34,278.40	35,152.00	36,025.60

Ranges Eff. 07-13-2002		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
38	Hourly	13.90	14.24	14.58	14.95	15.32	15.70	16.09	16.48	16.90	17.32	17.74
	Appx. Bi-wkly	1,112.00	1,139.20	1,166.40	1,196.00	1,225.60	1,256.00	1,287.20	1,318.40	1,352.00	1,385.60	1,419.20
	Appx. Monthly	2,409.33	2,468.27	2,527.20	2,591.33	2,655.47	2,721.33	2,788.93	2,856.53	2,929.33	3,002.13	3,074.93
	Appx. Annual	28,912.00	29,619.20	30,326.40	31,096.00	31,865.60	32,656.00	33,467.20	34,278.40	35,152.00	36,025.60	36,899.20
39	Hourly	14.24	14.58	14.95	15.32	15.70	16.09	16.48	16.90	17.32	17.74	18.18
	Appx. Bi-wkly	1,139.20	1,166.40	1,196.00	1,225.60	1,256.00	1,287.20	1,318.40	1,352.00	1,385.60	1,419.20	1,454.40
	Appx. Monthly	2,468.27	2,527.20	2,591.33	2,655.47	2,721.33	2,788.93	2,856.53	2,929.33	3,002.13	3,074.93	3,151.20
	Appx. Annual	29,619.20	30,326.40	31,096.00	31,865.60	32,656.00	33,467.20	34,278.40	35,152.00	36,025.60	36,899.20	37,814.40
40	Hourly	14.58	14.95	15.32	15.70	16.09	16.48	16.90	17.32	17.74	18.18	18.62
	Appx. Bi-wkly	1,166.40	1,196.00	1,225.60	1,256.00	1,287.20	1,318.40	1,352.00	1,385.60	1,419.20	1,454.40	1,489.60
	Appx. Monthly	2,527.20	2,591.33	2,655.47	2,721.33	2,788.93	2,856.53	2,929.33	3,002.13	3,074.93	3,151.20	3,227.47
	Appx. Annual	30,326.40	31,096.00	31,865.60	32,656.00	33,467.20	34,278.40	35,152.00	36,025.60	36,899.20	37,814.40	38,729.60
41	Hourly	14.95	15.32	15.70	16.09	16.48	16.90	17.32	17.74	18.18	18.62	19.09
	Appx. Bi-wkly	1,196.00	1,225.60	1,256.00	1,287.20	1,318.40	1,352.00	1,385.60	1,419.20	1,454.40	1,489.60	1,527.20
	Appx. Monthly	2,591.33	2,655.47	2,721.33	2,788.93	2,856.53	2,929.33	3,002.13	3,074.93	3,151.20	3,227.47	3,308.93
	Appx. Annual	31,096.00	31,865.60	32,656.00	33,467.20	34,278.40	35,152.00	36,025.60	36,899.20	37,814.40	38,729.60	39,707.20
42	Hourly	15.32	15.70	16.09	16.48	16.90	17.32	17.74	18.18	18.62	19.09	19.56
	Appx. Bi-wkly	1,225.60	1,256.00	1,287.20	1,318.40	1,352.00	1,385.60	1,419.20	1,454.40	1,489.60	1,527.20	1,564.80
	Appx. Monthly	2,655.47	2,721.33	2,788.93	2,856.53	2,929.33	3,002.13	3,074.93	3,151.20	3,227.47	3,308.93	3,390.40
	Appx. Annual	31,865.60	32,656.00	33,467.20	34,278.40	35,152.00	36,025.60	36,899.20	37,814.40	38,729.60	39,707.20	40,684.80
43	Hourly	15.70	16.09	16.48	16.90	17.32	17.74	18.18	18.62	19.09	19.56	20.05
	Appx. Bi-wkly	1,256.00	1,287.20	1,318.40	1,352.00	1,385.60	1,419.20	1,454.40	1,489.60	1,527.20	1,564.80	1,604.00
	Appx. Monthly	2,721.33	2,788.93	2,856.53	2,929.33	3,002.13	3,074.93	3,151.20	3,227.47	3,308.93	3,390.40	3,475.33
	Appx. Annual	32,656.00	33,467.20	34,278.40	35,152.00	36,025.60	36,899.20	37,814.40	38,729.60	39,707.20	40,684.80	41,704.00
44	Hourly	16.09	16.48	16.90	17.32	17.74	18.18	18.62	19.09	19.56	20.05	20.54
	Appx. Bi-wkly	1,287.20	1,318.40	1,352.00	1,385.60	1,419.20	1,454.40	1,489.60	1,527.20	1,564.80	1,604.00	1,643.20
	Appx. Monthly	2,788.93	2,856.53	2,929.33	3,002.13	3,074.93	3,151.20	3,227.47	3,308.93	3,390.40	3,475.33	3,560.27
	Appx. Annual	33,467.20	34,278.40	35,152.00	36,025.60	36,899.20	37,814.40	38,729.60	39,707.20	40,684.80	41,704.00	42,723.20
45	Hourly	16.48	16.90	17.32	17.74	18.18	18.62	19.09	19.56	20.05	20.54	21.05
	Appx. Bi-wkly	1,318.40	1,352.00	1,385.60	1,419.20	1,454.40	1,489.60	1,527.20	1,564.80	1,604.00	1,643.20	1,684.00
	Appx. Monthly	2,856.53	2,929.33	3,002.13	3,074.93	3,151.20	3,227.47	3,308.93	3,390.40	3,475.33	3,560.27	3,648.67
	Appx. Annual	34,278.40	35,152.00	36,025.60	36,899.20	37,814.40	38,729.60	39,707.20	40,684.80	41,704.00	42,723.20	43,784.00
46	Hourly	16.90	17.32	17.74	18.18	18.62	19.09	19.56	20.05	20.54	21.05	21.56
	Appx. Bi-wkly	1,352.00	1,385.60	1,419.20	1,454.40	1,489.60	1,527.20	1,564.80	1,604.00	1,643.20	1,684.00	1,724.80
	Appx. Monthly	2,929.33	3,002.13	3,074.93	3,151.20	3,227.47	3,308.93	3,390.40	3,475.33	3,560.27	3,648.67	3,737.07
	Appx. Annual	35,152.00	36,025.60	36,899.20	37,814.40	38,729.60	39,707.20	40,684.80	41,704.00	42,723.20	43,784.00	44,844.80
47	Hourly	17.32	17.74	18.18	18.62	19.09	19.56	20.05	20.54	21.05	21.56	22.10
	Appx. Bi-wkly	1,385.60	1,419.20	1,454.40	1,489.60	1,527.20	1,564.80	1,604.00	1,643.20	1,684.00	1,724.80	1,768.00
	Appx. Monthly	3,002.13	3,074.93	3,151.20	3,227.47	3,308.93	3,390.40	3,475.33	3,560.27	3,648.67	3,737.07	3,830.67
	Appx. Annual	36,025.60	36,899.20	37,814.40	38,729.60	39,707.20	40,684.80	41,704.00	42,723.20	43,784.00	44,844.80	45,968.00
48	Hourly	17.74	18.18	18.62	19.09	19.56	20.05	20.54	21.05	21.56	22.10	22.66
	Appx. Bi-wkly	1,419.20	1,454.40	1,489.60	1,527.20	1,564.80	1,604.00	1,643.20	1,684.00	1,724.80	1,768.00	1,812.80
	Appx. Monthly	3,074.93	3,151.20	3,227.47	3,308.93	3,390.40	3,475.33	3,560.27	3,648.67	3,737.07	3,830.67	3,927.73
	Appx. Annual	36,899.20	37,814.40	38,729.60	39,707.20	40,684.80	41,704.00	42,723.20	43,784.00	44,844.80	45,968.00	47,132.80
49	Hourly	18.18	18.62	19.09	19.56	20.05	20.54	21.05	21.56	22.10	22.66	23.19
	Appx. Bi-wkly	1,454.40	1,489.60	1,527.20	1,564.80	1,604.00	1,643.20	1,684.00	1,724.80	1,768.00	1,812.80	1,855.20
	Appx. Monthly	3,151.20	3,227.47	3,308.93	3,390.40	3,475.33	3,560.27	3,648.67	3,737.07	3,830.67	3,927.73	4,019.60
	Appx. Annual	37,814.40	38,729.60	39,707.20	40,684.80	41,704.00	42,723.20	43,784.00	44,844.80	45,968.00	47,132.80	48,235.20
50	Hourly	18.62	19.09	19.56	20.05	20.54	21.05	21.56	22.10	22.66	23.19	23.77
	Appx. Bi-wkly	1,489.60	1,527.20	1,564.80	1,604.00	1,643.20	1,684.00	1,724.80	1,768.00	1,812.80	1,855.20	1,901.60
	Appx. Monthly	3,227.47	3,308.93	3,390.40	3,475.33	3,560.27	3,648.67	3,737.07	3,830.67	3,927.73	4,019.60	4,120.13
	Appx. Annual	38,729.60	39,707.20	40,684.80	41,704.00	42,723.20	43,784.00	44,844.80	45,968.00	47,132.80	48,235.20	49,441.60
51	Hourly	19.09	19.56	20.05	20.54	21.05	21.56	22.10	22.66	23.19	23.77	24.35
	Appx. Bi-wkly	1,527.20	1,564.80	1,604.00	1,643.20	1,684.00	1,724.80	1,768.00	1,812.80	1,855.20	1,901.60	1,948.00
	Appx. Monthly	3,308.93	3,390.40	3,475.33	3,560.27	3,648.67	3,737.07	3,830.67	3,927.73	4,019.60	4,120.13	4,220.67
	Appx. Annual	39,707.20	40,684.80	41,704.00	42,723.20	43,784.00	44,844.80	45,968.00	47,132.80	48,235.20	49,441.60	50,648.00
52	Hourly	19.56	20.05	20.54	21.05	21.56	22.10	22.66	23.19	23.77	24.35	24.96
	Appx. Bi-wkly	1,564.80	1,604.00	1,643.20	1,684.00	1,724.80	1,768.00	1,812.80	1,855.20	1,901.60	1,948.00	1,996.80
	Appx. Monthly	3,390.40	3,475.33	3,560.27	3,648.67	3,737.07	3,830.67	3,927.73	4,019.60	4,120.13	4,220.67	4,326.40
	Appx. Annual	40,684.80	41,704.00	42,723.20	43,784.00	44,844.80	45,968.00	47,132.80	48,235.20	49,441.60	50,648.00	51,916.80
53	Hourly	20.05	20.54	21.05	21.56	22.10	22.66	23.19	23.77	24.35	24.96	25.58
	Appx. Bi-wkly	1,604.00	1,643.20	1,684.00	1,724.80	1,768.00	1,812.80	1,855.20	1,901.60	1,948.00	1,996.80	2,046.40
	Appx. Monthly	3,475.33	3,560.27	3,648.67	3,737.07	3,830.67	3,927.73	4,019.60	4,120.13	4,220.67	4,326.40	4,433.87

Ranges Eff. 07-13-2002	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
Appx. Annual	41,704.00	42,723.20	43,784.00	44,844.80	45,968.00	47,132.80	48,235.20	49,441.60	50,648.00	51,916.80	53,206.40

Ranges Eff. 07-13-2002		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
54	Hourly	20.54	21.05	21.56	22.10	22.66	23.19	23.77	24.35	24.96	25.58	26.21
	Appx. Bi-wkly	1,643.20	1,684.00	1,724.80	1,768.00	1,812.80	1,855.20	1,901.60	1,948.00	1,996.80	2,046.40	2,096.80
	Appx. Monthly	3,560.27	3,648.67	3,737.07	3,830.67	3,927.73	4,019.60	4,120.13	4,220.67	4,326.40	4,433.87	4,543.07
	Appx. Annual	42,723.20	43,784.00	44,844.80	45,968.00	47,132.80	48,235.20	49,441.60	50,648.00	51,916.80	53,206.40	54,516.80
55	Hourly	21.05	21.56	22.10	22.66	23.19	23.77	24.35	24.96	25.58	26.21	26.86
	Appx. Bi-wkly	1,684.00	1,724.80	1,768.00	1,812.80	1,855.20	1,901.60	1,948.00	1,996.80	2,046.40	2,096.80	2,148.80
	Appx. Monthly	3,648.67	3,737.07	3,830.67	3,927.73	4,019.60	4,120.13	4,220.67	4,326.40	4,433.87	4,543.07	4,655.73
	Appx. Annual	43,784.00	44,844.80	45,968.00	47,132.80	48,235.20	49,441.60	50,648.00	51,916.80	53,206.40	54,516.80	55,868.80
56	Hourly	21.56	22.10	22.66	23.19	23.77	24.35	24.96	25.58	26.21	26.86	27.52
	Appx. Bi-wkly	1,724.80	1,768.00	1,812.80	1,855.20	1,901.60	1,948.00	1,996.80	2,046.40	2,096.80	2,148.80	2,201.60
	Appx. Monthly	3,737.07	3,830.67	3,927.73	4,019.60	4,120.13	4,220.67	4,326.40	4,433.87	4,543.07	4,655.73	4,770.13
	Appx. Annual	44,844.80	45,968.00	47,132.80	48,235.20	49,441.60	50,648.00	51,916.80	53,206.40	54,516.80	55,868.80	57,241.60
57	Hourly	22.10	22.66	23.19	23.77	24.35	24.96	25.58	26.21	26.86	27.52	28.21
	Appx. Bi-wkly	1,768.00	1,812.80	1,855.20	1,901.60	1,948.00	1,996.80	2,046.40	2,096.80	2,148.80	2,201.60	2,256.80
	Appx. Monthly	3,830.67	3,927.73	4,019.60	4,120.13	4,220.67	4,326.40	4,433.87	4,543.07	4,655.73	4,770.13	4,889.73
	Appx. Annual	45,968.00	47,132.80	48,235.20	49,441.60	50,648.00	51,916.80	53,206.40	54,516.80	55,868.80	57,241.60	58,676.80
58	Hourly	22.66	23.19	23.77	24.35	24.96	25.58	26.21	26.86	27.52	28.21	28.92
	Appx. Bi-wkly	1,812.80	1,855.20	1,901.60	1,948.00	1,996.80	2,046.40	2,096.80	2,148.80	2,201.60	2,256.80	2,313.60
	Appx. Monthly	3,927.73	4,019.60	4,120.13	4,220.67	4,326.40	4,433.87	4,543.07	4,655.73	4,770.13	4,889.73	5,012.80
	Appx. Annual	47,132.80	48,235.20	49,441.60	50,648.00	51,916.80	53,206.40	54,516.80	55,868.80	57,241.60	58,676.80	60,153.60
59	Hourly	23.19	23.77	24.35	24.96	25.58	26.21	26.86	27.52	28.21	28.92	29.63
	Appx. Bi-wkly	1,855.20	1,901.60	1,948.00	1,996.80	2,046.40	2,096.80	2,148.80	2,201.60	2,256.80	2,313.60	2,370.40
	Appx. Monthly	4,019.60	4,120.13	4,220.67	4,326.40	4,433.87	4,543.07	4,655.73	4,770.13	4,889.73	5,012.80	5,135.87
	Appx. Annual	48,235.20	49,441.60	50,648.00	51,916.80	53,206.40	54,516.80	55,868.80	57,241.60	58,676.80	60,153.60	61,630.40
60	Hourly	23.77	24.35	24.96	25.58	26.21	26.86	27.52	28.21	28.92	29.63	30.38
	Appx. Bi-wkly	1,901.60	1,948.00	1,996.80	2,046.40	2,096.80	2,148.80	2,201.60	2,256.80	2,313.60	2,370.40	2,430.40
	Appx. Monthly	4,120.13	4,220.67	4,326.40	4,433.87	4,543.07	4,655.73	4,770.13	4,889.73	5,012.80	5,135.87	5,265.87
	Appx. Annual	49,441.60	50,648.00	51,916.80	53,206.40	54,516.80	55,868.80	57,241.60	58,676.80	60,153.60	61,630.40	63,190.40
61	Hourly	24.35	24.96	25.58	26.21	26.86	27.52	28.21	28.92	29.63	30.38	31.12
	Appx. Bi-wkly	1,948.00	1,996.80	2,046.40	2,096.80	2,148.80	2,201.60	2,256.80	2,313.60	2,370.40	2,430.40	2,489.60
	Appx. Monthly	4,220.67	4,326.40	4,433.87	4,543.07	4,655.73	4,770.13	4,889.73	5,012.80	5,135.87	5,265.87	5,394.13
	Appx. Annual	50,648.00	51,916.80	53,206.40	54,516.80	55,868.80	57,241.60	58,676.80	60,153.60	61,630.40	63,190.40	64,729.60
62	Hourly	24.96	25.58	26.21	26.86	27.52	28.21	28.92	29.63	30.38	31.12	31.90
	Appx. Bi-wkly	1,996.80	2,046.40	2,096.80	2,148.80	2,201.60	2,256.80	2,313.60	2,370.40	2,430.40	2,489.60	2,552.00
	Appx. Monthly	4,326.40	4,433.87	4,543.07	4,655.73	4,770.13	4,889.73	5,012.80	5,135.87	5,265.87	5,394.13	5,529.33
	Appx. Annual	51,916.80	53,206.40	54,516.80	55,868.80	57,241.60	58,676.80	60,153.60	61,630.40	63,190.40	64,729.60	66,352.00
63	Hourly	25.58	26.21	26.86	27.52	28.21	28.92	29.63	30.38	31.12	31.90	32.68
	Appx. Bi-wkly	2,046.40	2,096.80	2,148.80	2,201.60	2,256.80	2,313.60	2,370.40	2,430.40	2,489.60	2,552.00	2,614.40
	Appx. Monthly	4,433.87	4,543.07	4,655.73	4,770.13	4,889.73	5,012.80	5,135.87	5,265.87	5,394.13	5,529.33	5,664.53
	Appx. Annual	53,206.40	54,516.80	55,868.80	57,241.60	58,676.80	60,153.60	61,630.40	63,190.40	64,729.60	66,352.00	67,974.40
64	Hourly	26.21	26.86	27.52	28.21	28.92	29.63	30.38	31.12	31.90	32.68	33.47
	Appx. Bi-wkly	2,096.80	2,148.80	2,201.60	2,256.80	2,313.60	2,370.40	2,430.40	2,489.60	2,552.00	2,614.40	2,677.60
	Appx. Monthly	4,543.07	4,655.73	4,770.13	4,889.73	5,012.80	5,135.87	5,265.87	5,394.13	5,529.33	5,664.53	5,801.47
	Appx. Annual	54,516.80	55,868.80	57,241.60	58,676.80	60,153.60	61,630.40	63,190.40	64,729.60	66,352.00	67,974.40	69,617.60
65	Hourly	26.86	27.52	28.21	28.92	29.63	30.38	31.12	31.90	32.68	33.47	34.33
	Appx. Bi-wkly	2,148.80	2,201.60	2,256.80	2,313.60	2,370.40	2,430.40	2,489.60	2,552.00	2,614.40	2,677.60	2,746.40
	Appx. Monthly	4,655.73	4,770.13	4,889.73	5,012.80	5,135.87	5,265.87	5,394.13	5,529.33	5,664.53	5,801.47	5,950.53
	Appx. Annual	55,868.80	57,241.60	58,676.80	60,153.60	61,630.40	63,190.40	64,729.60	66,352.00	67,974.40	69,617.60	71,406.40
66	Hourly	27.52	28.21	28.92	29.63	30.38	31.12	31.90	32.68	33.47	34.33	35.18
	Appx. Bi-wkly	2,201.60	2,256.80	2,313.60	2,370.40	2,430.40	2,489.60	2,552.00	2,614.40	2,677.60	2,746.40	2,814.40
	Appx. Monthly	4,770.13	4,889.73	5,012.80	5,135.87	5,265.87	5,394.13	5,529.33	5,664.53	5,801.47	5,950.53	6,097.87
	Appx. Annual	57,241.60	58,676.80	60,153.60	61,630.40	63,190.40	64,729.60	66,352.00	67,974.40	69,617.60	71,406.40	73,174.40
67	Hourly	28.21	28.92	29.63	30.38	31.12	31.90	32.68	33.47	34.33	35.18	36.06
	Appx. Bi-wkly	2,256.80	2,313.60	2,370.40	2,430.40	2,489.60	2,552.00	2,614.40	2,677.60	2,746.40	2,814.40	2,884.80
	Appx. Monthly	4,889.73	5,012.80	5,135.87	5,265.87	5,394.13	5,529.33	5,664.53	5,801.47	5,950.53	6,097.87	6,250.40
	Appx. Annual	58,676.80	60,153.60	61,630.40	63,190.40	64,729.60	66,352.00	67,974.40	69,617.60	71,406.40	73,174.40	75,004.80
68	Hourly	28.92	29.63	30.38	31.12	31.90	32.68	33.47	34.33	35.18	36.06	36.97
	Appx. Bi-wkly	2,313.60	2,370.40	2,430.40	2,489.60	2,552.00	2,614.40	2,677.60	2,746.40	2,814.40	2,884.80	2,957.60
	Appx. Monthly	5,012.80	5,135.87	5,265.87	5,394.13	5,529.33	5,664.53	5,801.47	5,950.53	6,097.87	6,250.40	6,408.13
	Appx. Annual	60,153.60	61,630.40	63,190.40	64,729.60	66,352.00	67,974.40	69,617.60	71,406.40	73,174.40	75,004.80	76,897.60
69	Hourly	29.63	30.38	31.12	31.90	32.68	33.47	34.33	35.18	36.06	36.97	37.90
	Appx. Bi-wkly	2,370.40	2,430.40	2,489.60	2,552.00	2,614.40	2,677.60	2,746.40	2,814.40	2,884.80	2,957.60	3,032.00
	Appx. Monthly	5,135.87	5,265.87	5,394.13	5,529.33	5,664.53	5,801.47	5,950.53	6,097.87	6,250.40	6,408.13	6,569.33

Ranges Eff. 07-13-2002	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
Appx. Annual	61,630.40	63,190.40	64,729.60	66,352.00	67,974.40	69,617.60	71,406.40	73,174.40	75,004.80	76,897.60	78,832.00

Ranges Eff. 07-13-2002		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
70	Hourly	30.38	31.12	31.90	32.68	33.47	34.33	35.18	36.06	36.97	37.90	38.86
	Appx. Bi-wkly	2,430.40	2,489.60	2,552.00	2,614.40	2,677.60	2,746.40	2,814.40	2,884.80	2,957.60	3,032.00	3,108.80
	Appx. Monthly	5,265.87	5,394.13	5,529.33	5,664.53	5,801.47	5,950.53	6,097.87	6,250.40	6,408.13	6,569.33	6,735.73
	Appx. Annual	63,190.40	64,729.60	66,352.00	67,974.40	69,617.60	71,406.40	73,174.40	75,004.80	76,897.60	78,832.00	80,828.80
71	Hourly	31.12	31.90	32.68	33.47	34.33	35.18	36.06	36.97	37.90	38.86	39.81
	Appx. Bi-wkly	2,489.60	2,552.00	2,614.40	2,677.60	2,746.40	2,814.40	2,884.80	2,957.60	3,032.00	3,108.80	3,184.80
	Appx. Monthly	5,394.13	5,529.33	5,664.53	5,801.47	5,950.53	6,097.87	6,250.40	6,408.13	6,569.33	6,735.73	6,900.40
	Appx. Annual	64,729.60	66,352.00	67,974.40	69,617.60	71,406.40	73,174.40	75,004.80	76,897.60	78,832.00	80,828.80	82,804.80
72	Hourly	31.90	32.68	33.47	34.33	35.18	36.06	36.97	37.90	38.86	39.81	40.80
	Appx. Bi-wkly	2,552.00	2,614.40	2,677.60	2,746.40	2,814.40	2,884.80	2,957.60	3,032.00	3,108.80	3,184.80	3,264.00
	Appx. Monthly	5,529.33	5,664.53	5,801.47	5,950.53	6,097.87	6,250.40	6,408.13	6,569.33	6,735.73	6,900.40	7,072.00
	Appx. Annual	66,352.00	67,974.40	69,617.60	71,406.40	73,174.40	75,004.80	76,897.60	78,832.00	80,828.80	82,804.80	84,864.00
73	Hourly	32.68	33.47	34.33	35.18	36.06	36.97	37.90	38.86	39.81	40.80	41.82
	Appx. Bi-wkly	2,614.40	2,677.60	2,746.40	2,814.40	2,884.80	2,957.60	3,032.00	3,108.80	3,184.80	3,264.00	3,345.60
	Appx. Monthly	5,664.53	5,801.47	5,950.53	6,097.87	6,250.40	6,408.13	6,569.33	6,735.73	6,900.40	7,072.00	7,248.80
	Appx. Annual	67,974.40	69,617.60	71,406.40	73,174.40	75,004.80	76,897.60	78,832.00	80,828.80	82,804.80	84,864.00	86,985.60
74	Hourly	33.47	34.33	35.18	36.06	36.97	37.90	38.86	39.81	40.80	41.82	42.86
	Appx. Bi-wkly	2,677.60	2,746.40	2,814.40	2,884.80	2,957.60	3,032.00	3,108.80	3,184.80	3,264.00	3,345.60	3,428.80
	Appx. Monthly	5,801.47	5,950.53	6,097.87	6,250.40	6,408.13	6,569.33	6,735.73	6,900.40	7,072.00	7,248.80	7,429.07
	Appx. Annual	69,617.60	71,406.40	73,174.40	75,004.80	76,897.60	78,832.00	80,828.80	82,804.80	84,864.00	86,985.60	89,148.80
75	Hourly	34.33	35.18	36.06	36.97	37.90	38.86	39.81	40.80	41.82	42.86	43.92
	Appx. Bi-wkly	2,746.40	2,814.40	2,884.80	2,957.60	3,032.00	3,108.80	3,184.80	3,264.00	3,345.60	3,428.80	3,513.60
	Appx. Monthly	5,950.53	6,097.87	6,250.40	6,408.13	6,569.33	6,735.73	6,900.40	7,072.00	7,248.80	7,429.07	7,612.80
	Appx. Annual	71,406.40	73,174.40	75,004.80	76,897.60	78,832.00	80,828.80	82,804.80	84,864.00	86,985.60	89,148.80	91,353.60
76	Hourly	35.18	36.06	36.97	37.90	38.86	39.81	40.80	41.82	42.86	43.92	45.03
	Appx. Bi-wkly	2,814.40	2,884.80	2,957.60	3,032.00	3,108.80	3,184.80	3,264.00	3,345.60	3,428.80	3,513.60	3,602.40
	Appx. Monthly	6,097.87	6,250.40	6,408.13	6,569.33	6,735.73	6,900.40	7,072.00	7,248.80	7,429.07	7,612.80	7,805.20
	Appx. Annual	73,174.40	75,004.80	76,897.60	78,832.00	80,828.80	82,804.80	84,864.00	86,985.60	89,148.80	91,353.60	93,662.40
77	Hourly	36.06	36.97	37.90	38.86	39.81	40.80	41.82	42.86	43.92	45.03	46.17
	Appx. Bi-wkly	2,884.80	2,957.60	3,032.00	3,108.80	3,184.80	3,264.00	3,345.60	3,428.80	3,513.60	3,602.40	3,693.60
	Appx. Monthly	6,250.40	6,408.13	6,569.33	6,735.73	6,900.40	7,072.00	7,248.80	7,429.07	7,612.80	7,805.20	8,002.80
	Appx. Annual	75,004.80	76,897.60	78,832.00	80,828.80	82,804.80	84,864.00	86,985.60	89,148.80	91,353.60	93,662.40	96,033.60
78	Hourly	36.97	37.90	38.86	39.81	40.80	41.82	42.86	43.92	45.03	46.17	47.30
	Appx. Bi-wkly	2,957.60	3,032.00	3,108.80	3,184.80	3,264.00	3,345.60	3,428.80	3,513.60	3,602.40	3,693.60	3,784.00
	Appx. Monthly	6,408.13	6,569.33	6,735.73	6,900.40	7,072.00	7,248.80	7,429.07	7,612.80	7,805.20	8,002.80	8,198.67
	Appx. Annual	76,897.60	78,832.00	80,828.80	82,804.80	84,864.00	86,985.60	89,148.80	91,353.60	93,662.40	96,033.60	98,384.00
79	Hourly	37.90	38.86	39.81	40.80	41.82	42.86	43.92	45.03	46.17	47.30	48.50
	Appx. Bi-wkly	3,032.00	3,108.80	3,184.80	3,264.00	3,345.60	3,428.80	3,513.60	3,602.40	3,693.60	3,784.00	3,880.00
	Appx. Monthly	6,569.33	6,735.73	6,900.40	7,072.00	7,248.80	7,429.07	7,612.80	7,805.20	8,002.80	8,198.67	8,406.67
	Appx. Annual	78,832.00	80,828.80	82,804.80	84,864.00	86,985.60	89,148.80	91,353.60	93,662.40	96,033.60	98,384.00	100,880.00
80	Hourly	38.86	39.81	40.80	41.82	42.86	43.92	45.03	46.17	47.30	48.50	49.72
	Appx. Bi-wkly	3,108.80	3,184.80	3,264.00	3,345.60	3,428.80	3,513.60	3,602.40	3,693.60	3,784.00	3,880.00	3,977.60
	Appx. Monthly	6,735.73	6,900.40	7,072.00	7,248.80	7,429.07	7,612.80	7,805.20	8,002.80	8,198.67	8,406.67	8,618.13
	Appx. Annual	80,828.80	82,804.80	84,864.00	86,985.60	89,148.80	91,353.60	93,662.40	96,033.60	98,384.00	100,880.00	103,417.60
81	Hourly	39.81	40.80	41.82	42.86	43.92	45.03	46.17	47.30	48.50	49.72	50.95
	Appx. Bi-wkly	3,184.80	3,264.00	3,345.60	3,428.80	3,513.60	3,602.40	3,693.60	3,784.00	3,880.00	3,977.60	4,076.00
	Appx. Monthly	6,900.40	7,072.00	7,248.80	7,429.07	7,612.80	7,805.20	8,002.80	8,198.67	8,406.67	8,618.13	8,831.33
	Appx. Annual	82,804.80	84,864.00	86,985.60	89,148.80	91,353.60	93,662.40	96,033.60	98,384.00	100,880.00	103,417.60	105,976.00
82	Hourly	40.80	41.82	42.86	43.92	45.03	46.17	47.30	48.50	49.72	50.95	52.23
	Appx. Bi-wkly	3,264.00	3,345.60	3,428.80	3,513.60	3,602.40	3,693.60	3,784.00	3,880.00	3,977.60	4,076.00	4,178.40
	Appx. Monthly	7,072.00	7,248.80	7,429.07	7,612.80	7,805.20	8,002.80	8,198.67	8,406.67	8,618.13	8,831.33	9,053.20
	Appx. Annual	84,864.00	86,985.60	89,148.80	91,353.60	93,662.40	96,033.60	98,384.00	100,880.00	103,417.60	105,976.00	108,638.40
83	Hourly	41.82	42.86	43.92	45.03	46.17	47.30	48.50	49.72	50.95	52.23	53.54
	Appx. Bi-wkly	3,345.60	3,428.80	3,513.60	3,602.40	3,693.60	3,784.00	3,880.00	3,977.60	4,076.00	4,178.40	4,283.20
	Appx. Monthly	7,248.80	7,429.07	7,612.80	7,805.20	8,002.80	8,198.67	8,406.67	8,618.13	8,831.33	9,053.20	9,280.27
	Appx. Annual	86,985.60	89,148.80	91,353.60	93,662.40	96,033.60	98,384.00	100,880.00	103,417.60	105,976.00	108,638.40	111,363.20
84	Hourly	42.86	43.92	45.03	46.17	47.30	48.50	49.72	50.95	52.23	53.54	54.86
	Appx. Bi-wkly	3,428.80	3,513.60	3,602.40	3,693.60	3,784.00	3,880.00	3,977.60	4,076.00	4,178.40	4,283.20	4,388.80
	Appx. Monthly	7,429.07	7,612.80	7,805.20	8,002.80	8,198.67	8,406.67	8,618.13	8,831.33	9,053.20	9,280.27	9,509.07
	Appx. Annual	89,148.80	91,353.60	93,662.40	96,033.60	98,384.00	100,880.00	103,417.60	105,976.00	108,638.40	111,363.20	114,108.80
85	Hourly	43.92	45.03	46.17	47.30	48.50	49.72	50.95	52.23	53.54	54.86	56.24
	Appx. Bi-wkly	3,513.60	3,602.40	3,693.60	3,784.00	3,880.00	3,977.60	4,076.00	4,178.40	4,283.20	4,388.80	4,499.20
	Appx. Monthly	7,612.80	7,805.20	8,002.80	8,198.67	8,406.67	8,618.13	8,831.33	9,053.20	9,280.27	9,509.07	9,748.27

Ranges Eff. 07-13-2002	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
Appx. Annual	91,353.60	93,662.40	96,033.60	98,384.00	100,880.00	103,417.60	105,976.00	108,638.40	111,363.20	114,108.80	116,979.20

Ranges Eff. 07-13-2002		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
86	Hourly	45.03	46.17	47.30	48.50	49.72	50.95	52.23	53.54	54.86	56.24	57.64
	Appx. Bi-wkly	3,602.40	3,693.60	3,784.00	3,880.00	3,977.60	4,076.00	4,178.40	4,283.20	4,388.80	4,499.20	4,611.20
	Appx. Monthly	7,805.20	8,002.80	8,198.67	8,406.67	8,618.13	8,831.33	9,053.20	9,280.27	9,509.07	9,748.27	9,990.93
	Appx. Annual	93,662.40	96,033.60	98,384.00	100,880.00	103,417.60	105,976.00	108,638.40	111,363.20	114,108.80	116,979.20	119,891.20
87	Hourly	46.17	47.30	48.50	49.72	50.95	52.23	53.54	54.86	56.24	57.64	59.09
	Appx. Bi-wkly	3,693.60	3,784.00	3,880.00	3,977.60	4,076.00	4,178.40	4,283.20	4,388.80	4,499.20	4,611.20	4,727.20
	Appx. Monthly	8,002.80	8,198.67	8,406.67	8,618.13	8,831.33	9,053.20	9,280.27	9,509.07	9,748.27	9,990.93	10,242.27
	Appx. Annual	96,033.60	98,384.00	100,880.00	103,417.60	105,976.00	108,638.40	111,363.20	114,108.80	116,979.20	119,891.20	122,907.20
88	Hourly	47.30	48.50	49.72	50.95	52.23	53.54	54.86	56.24	57.64	59.09	60.56
	Appx. Bi-wkly	3,784.00	3,880.00	3,977.60	4,076.00	4,178.40	4,283.20	4,388.80	4,499.20	4,611.20	4,727.20	4,844.80
	Appx. Monthly	8,198.67	8,406.67	8,618.13	8,831.33	9,053.20	9,280.27	9,509.07	9,748.27	9,990.93	10,242.27	10,497.07
	Appx. Annual	98,384.00	100,880.00	103,417.60	105,976.00	108,638.40	111,363.20	114,108.80	116,979.20	119,891.20	122,907.20	125,964.80
89	Hourly	48.50	49.72	50.95	52.23	53.54	54.86	56.24	57.64	59.09	60.56	62.07
	Appx. Bi-wkly	3,880.00	3,977.60	4,076.00	4,178.40	4,283.20	4,388.80	4,499.20	4,611.20	4,727.20	4,844.80	4,965.60
	Appx. Monthly	8,406.67	8,618.13	8,831.33	9,053.20	9,280.27	9,509.07	9,748.27	9,990.93	10,242.27	10,497.07	10,758.80
	Appx. Annual	100,880.00	103,417.60	105,976.00	108,638.40	111,363.20	114,108.80	116,979.20	119,891.20	122,907.20	125,964.80	129,105.60
90	Hourly	49.72	50.95	52.23	53.54	54.86	56.24	57.64	59.09	60.56	62.07	63.63
	Appx. Bi-wkly	3,977.60	4,076.00	4,178.40	4,283.20	4,388.80	4,499.20	4,611.20	4,727.20	4,844.80	4,965.60	5,090.40
	Appx. Monthly	8,618.13	8,831.33	9,053.20	9,280.27	9,509.07	9,748.27	9,990.93	10,242.27	10,497.07	10,758.80	11,029.20
	Appx. Annual	103,417.60	105,976.00	108,638.40	111,363.20	114,108.80	116,979.20	119,891.20	122,907.20	125,964.80	129,105.60	132,350.40
91	Hourly	50.95	52.23	53.54	54.86	56.24	57.64	59.09	60.56	62.07	63.63	65.22
	Appx. Bi-wkly	4,076.00	4,178.40	4,283.20	4,388.80	4,499.20	4,611.20	4,727.20	4,844.80	4,965.60	5,090.40	5,217.60
	Appx. Monthly	8,831.33	9,053.20	9,280.27	9,509.07	9,748.27	9,990.93	10,242.27	10,497.07	10,758.80	11,029.20	11,304.80
	Appx. Annual	105,976.00	108,638.40	111,363.20	114,108.80	116,979.20	119,891.20	122,907.20	125,964.80	129,105.60	132,350.40	135,657.60
92	Hourly	52.23	53.54	54.86	56.24	57.64	59.09	60.56	62.07	63.63	65.22	66.85
	Appx. Bi-wkly	4,178.40	4,283.20	4,388.80	4,499.20	4,611.20	4,727.20	4,844.80	4,965.60	5,090.40	5,217.60	5,348.00
	Appx. Monthly	9,053.20	9,280.27	9,509.07	9,748.27	9,990.93	10,242.27	10,497.07	10,758.80	11,029.20	11,304.80	11,587.33
	Appx. Annual	108,638.40	111,363.20	114,108.80	116,979.20	119,891.20	122,907.20	125,964.80	129,105.60	132,350.40	135,657.60	139,048.00
93	Hourly	53.54	54.86	56.24	57.64	59.09	60.56	62.07	63.63	65.22	66.85	68.52
	Appx. Bi-wkly	4,283.20	4,388.80	4,499.20	4,611.20	4,727.20	4,844.80	4,965.60	5,090.40	5,217.60	5,348.00	5,481.60
	Appx. Monthly	9,280.27	9,509.07	9,748.27	9,990.93	10,242.27	10,497.07	10,758.80	11,029.20	11,304.80	11,587.33	11,876.80
	Appx. Annual	111,363.20	114,108.80	116,979.20	119,891.20	122,907.20	125,964.80	129,105.60	132,350.40	135,657.60	139,048.00	142,521.60
94	Hourly	54.86	56.24	57.64	59.09	60.56	62.07	63.63	65.22	66.85	68.52	70.23
	Appx. Bi-wkly	4,388.80	4,499.20	4,611.20	4,727.20	4,844.80	4,965.60	5,090.40	5,217.60	5,348.00	5,481.60	5,618.40
	Appx. Monthly	9,509.07	9,748.27	9,990.93	10,242.27	10,497.07	10,758.80	11,029.20	11,304.80	11,587.33	11,876.80	12,173.20
	Appx. Annual	114,108.80	116,979.20	119,891.20	122,907.20	125,964.80	129,105.60	132,350.40	135,657.60	139,048.00	142,521.60	146,078.40
95	Hourly	56.24	57.64	59.09	60.56	62.07	63.63	65.22	66.85	68.52	70.23	71.99
	Appx. Bi-wkly	4,499.20	4,611.20	4,727.20	4,844.80	4,965.60	5,090.40	5,217.60	5,348.00	5,481.60	5,618.40	5,759.20
	Appx. Monthly	9,748.27	9,990.93	10,242.27	10,497.07	10,758.80	11,029.20	11,304.80	11,587.33	11,876.80	12,173.20	12,478.27
	Appx. Annual	116,979.20	119,891.20	122,907.20	125,964.80	129,105.60	132,350.40	135,657.60	139,048.00	142,521.60	146,078.40	149,739.20
96	Hourly	57.64	59.09	60.56	62.07	63.63	65.22	66.85	68.52	70.23	71.99	73.78
	Appx. Bi-wkly	4,611.20	4,727.20	4,844.80	4,965.60	5,090.40	5,217.60	5,348.00	5,481.60	5,618.40	5,759.20	5,902.40
	Appx. Monthly	9,990.93	10,242.27	10,497.07	10,758.80	11,029.20	11,304.80	11,587.33	11,876.80	12,173.20	12,478.27	12,788.53
	Appx. Annual	119,891.20	122,907.20	125,964.80	129,105.60	132,350.40	135,657.60	139,048.00	142,521.60	146,078.40	149,739.20	153,462.40
97	Hourly	59.09	60.56	62.07	63.63	65.22	66.85	68.52	70.23	71.99	73.78	75.63
	Appx. Bi-wkly	4,727.20	4,844.80	4,965.60	5,090.40	5,217.60	5,348.00	5,481.60	5,618.40	5,759.20	5,902.40	6,050.40
	Appx. Monthly	10,242.27	10,497.07	10,758.80	11,029.20	11,304.80	11,587.33	11,876.80	12,173.20	12,478.27	12,788.53	13,109.20
	Appx. Annual	122,907.20	125,964.80	129,105.60	132,350.40	135,657.60	139,048.00	142,521.60	146,078.40	149,739.20	153,462.40	157,310.40
98	Hourly	60.56	62.07	63.63	65.22	66.85	68.52	70.23	71.99	73.78	75.63	77.53
	Appx. Bi-wkly	4,844.80	4,965.60	5,090.40	5,217.60	5,348.00	5,481.60	5,618.40	5,759.20	5,902.40	6,050.40	6,202.40
	Appx. Monthly	10,497.07	10,758.80	11,029.20	11,304.80	11,587.33	11,876.80	12,173.20	12,478.27	12,788.53	13,109.20	13,438.53
	Appx. Annual	125,964.80	129,105.60	132,350.40	135,657.60	139,048.00	142,521.60	146,078.40	149,739.20	153,462.40	157,310.40	161,262.40
99	Hourly	62.07	63.63	65.22	66.85	68.52	70.23	71.99	73.78	75.63	77.53	79.46
	Appx. Bi-wkly	4,965.60	5,090.40	5,217.60	5,348.00	5,481.60	5,618.40	5,759.20	5,902.40	6,050.40	6,202.40	6,356.80
	Appx. Monthly	10,758.80	11,029.20	11,304.80	11,587.33	11,876.80	12,173.20	12,478.27	12,788.53	13,109.20	13,438.53	13,773.07
	Appx. Annual	129,105.60	132,350.40	135,657.60	139,048.00	142,521.60	146,078.40	149,739.20	153,462.40	157,310.40	161,262.40	165,276.80

Ranges Eff. 07-12-2003		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
7	Hourly	6.73	6.90	7.06	7.24	7.42	7.59	7.78	7.97	8.17	8.38	8.56
	Appx. Bi-wkly	538.40	552.00	564.80	579.20	593.60	607.20	622.40	637.60	653.60	670.40	684.80
	Appx. Monthly	1,166.53	1,196.00	1,223.73	1,254.93	1,286.13	1,315.60	1,348.53	1,381.47	1,416.13	1,452.53	1,483.73
	Appx. Annual	13,998.40	14,352.00	14,684.80	15,059.20	15,433.60	15,787.20	16,182.40	16,577.60	16,993.60	17,430.40	17,804.80
8	Hourly	6.90	7.06	7.24	7.42	7.59	7.78	7.97	8.17	8.38	8.56	8.79
	Appx. Bi-wkly	552.00	564.80	579.20	593.60	607.20	622.40	637.60	653.60	670.40	684.80	703.20
	Appx. Monthly	1,196.00	1,223.73	1,254.93	1,286.13	1,315.60	1,348.53	1,381.47	1,416.13	1,452.53	1,483.73	1,523.60
	Appx. Annual	14,352.00	14,684.80	15,059.20	15,433.60	15,787.20	16,182.40	16,577.60	16,993.60	17,430.40	17,804.80	18,283.20
9	Hourly	7.06	7.24	7.42	7.59	7.78	7.97	8.17	8.38	8.56	8.79	9.00
	Appx. Bi-wkly	564.80	579.20	593.60	607.20	622.40	637.60	653.60	670.40	684.80	703.20	720.00
	Appx. Monthly	1,223.73	1,254.93	1,286.13	1,315.60	1,348.53	1,381.47	1,416.13	1,452.53	1,483.73	1,523.60	1,560.00
	Appx. Annual	14,684.80	15,059.20	15,433.60	15,787.20	16,182.40	16,577.60	16,993.60	17,430.40	17,804.80	18,283.20	18,720.00
10	Hourly	7.24	7.42	7.59	7.78	7.97	8.17	8.38	8.56	8.79	9.00	9.22
	Appx. Bi-wkly	579.20	593.60	607.20	622.40	637.60	653.60	670.40	684.80	703.20	720.00	737.60
	Appx. Monthly	1,254.93	1,286.13	1,315.60	1,348.53	1,381.47	1,416.13	1,452.53	1,483.73	1,523.60	1,560.00	1,598.13
	Appx. Annual	15,059.20	15,433.60	15,787.20	16,182.40	16,577.60	16,993.60	17,430.40	17,804.80	18,283.20	18,720.00	19,177.60
11	Hourly	7.42	7.59	7.78	7.97	8.17	8.38	8.56	8.79	9.00	9.22	9.46
	Appx. Bi-wkly	593.60	607.20	622.40	637.60	653.60	670.40	684.80	703.20	720.00	737.60	756.80
	Appx. Monthly	1,286.13	1,315.60	1,348.53	1,381.47	1,416.13	1,452.53	1,483.73	1,523.60	1,560.00	1,598.13	1,639.73
	Appx. Annual	15,433.60	15,787.20	16,182.40	16,577.60	16,993.60	17,430.40	17,804.80	18,283.20	18,720.00	19,177.60	19,676.80
12	Hourly	7.59	7.78	7.97	8.17	8.38	8.56	8.79	9.00	9.22	9.46	9.68
	Appx. Bi-wkly	607.20	622.40	637.60	653.60	670.40	684.80	703.20	720.00	737.60	756.80	774.40
	Appx. Monthly	1,315.60	1,348.53	1,381.47	1,416.13	1,452.53	1,483.73	1,523.60	1,560.00	1,598.13	1,639.73	1,677.87
	Appx. Annual	15,787.20	16,182.40	16,577.60	16,993.60	17,430.40	17,804.80	18,283.20	18,720.00	19,177.60	19,676.80	20,134.40
13	Hourly	7.78	7.97	8.17	8.38	8.56	8.79	9.00	9.22	9.46	9.68	9.93
	Appx. Bi-wkly	622.40	637.60	653.60	670.40	684.80	703.20	720.00	737.60	756.80	774.40	794.40
	Appx. Monthly	1,348.53	1,381.47	1,416.13	1,452.53	1,483.73	1,523.60	1,560.00	1,598.13	1,639.73	1,677.87	1,721.20
	Appx. Annual	16,182.40	16,577.60	16,993.60	17,430.40	17,804.80	18,283.20	18,720.00	19,177.60	19,676.80	20,134.40	20,654.40
14	Hourly	7.97	8.17	8.38	8.56	8.79	9.00	9.22	9.46	9.68	9.93	10.17
	Appx. Bi-wkly	637.60	653.60	670.40	684.80	703.20	720.00	737.60	756.80	774.40	794.40	813.60
	Appx. Monthly	1,381.47	1,416.13	1,452.53	1,483.73	1,523.60	1,560.00	1,598.13	1,639.73	1,677.87	1,721.20	1,762.80
	Appx. Annual	16,577.60	16,993.60	17,430.40	17,804.80	18,283.20	18,720.00	19,177.60	19,676.80	20,134.40	20,654.40	21,153.60
15	Hourly	8.17	8.38	8.56	8.79	9.00	9.22	9.46	9.68	9.93	10.17	10.42
	Appx. Bi-wkly	653.60	670.40	684.80	703.20	720.00	737.60	756.80	774.40	794.40	813.60	833.60
	Appx. Monthly	1,416.13	1,452.53	1,483.73	1,523.60	1,560.00	1,598.13	1,639.73	1,677.87	1,721.20	1,762.80	1,806.13
	Appx. Annual	16,993.60	17,430.40	17,804.80	18,283.20	18,720.00	19,177.60	19,676.80	20,134.40	20,654.40	21,153.60	21,673.60
16	Hourly	8.38	8.56	8.79	9.00	9.22	9.46	9.68	9.93	10.17	10.42	10.67
	Appx. Bi-wkly	670.40	684.80	703.20	720.00	737.60	756.80	774.40	794.40	813.60	833.60	853.60
	Appx. Monthly	1,452.53	1,483.73	1,523.60	1,560.00	1,598.13	1,639.73	1,677.87	1,721.20	1,762.80	1,806.13	1,849.47
	Appx. Annual	17,430.40	17,804.80	18,283.20	18,720.00	19,177.60	19,676.80	20,134.40	20,654.40	21,153.60	21,673.60	22,193.60
17	Hourly	8.56	8.79	9.00	9.22	9.46	9.68	9.93	10.17	10.42	10.67	10.95
	Appx. Bi-wkly	684.80	703.20	720.00	737.60	756.80	774.40	794.40	813.60	833.60	853.60	876.00
	Appx. Monthly	1,483.73	1,523.60	1,560.00	1,598.13	1,639.73	1,677.87	1,721.20	1,762.80	1,806.13	1,849.47	1,898.00
	Appx. Annual	17,804.80	18,283.20	18,720.00	19,177.60	19,676.80	20,134.40	20,654.40	21,153.60	21,673.60	22,193.60	22,776.00
18	Hourly	8.79	9.00	9.22	9.46	9.68	9.93	10.17	10.42	10.67	10.95	11.21
	Appx. Bi-wkly	703.20	720.00	737.60	756.80	774.40	794.40	813.60	833.60	853.60	876.00	896.80
	Appx. Monthly	1,523.60	1,560.00	1,598.13	1,639.73	1,677.87	1,721.20	1,762.80	1,806.13	1,849.47	1,898.00	1,943.07
	Appx. Annual	18,283.20	18,720.00	19,177.60	19,676.80	20,134.40	20,654.40	21,153.60	21,673.60	22,193.60	22,776.00	23,316.80
19	Hourly	9.00	9.22	9.46	9.68	9.93	10.17	10.42	10.67	10.95	11.21	11.48
	Appx. Bi-wkly	720.00	737.60	756.80	774.40	794.40	813.60	833.60	853.60	876.00	896.80	918.40
	Appx. Monthly	1,560.00	1,598.13	1,639.73	1,677.87	1,721.20	1,762.80	1,806.13	1,849.47	1,898.00	1,943.07	1,989.87
	Appx. Annual	18,720.00	19,177.60	19,676.80	20,134.40	20,654.40	21,153.60	21,673.60	22,193.60	22,776.00	23,316.80	23,878.40
20	Hourly	9.22	9.46	9.68	9.93	10.17	10.42	10.67	10.95	11.21	11.48	11.77
	Appx. Bi-wkly	737.60	756.80	774.40	794.40	813.60	833.60	853.60	876.00	896.80	918.40	941.60
	Appx. Monthly	1,598.13	1,639.73	1,677.87	1,721.20	1,762.80	1,806.13	1,849.47	1,898.00	1,943.07	1,989.87	2,040.13
	Appx. Annual	19,177.60	19,676.80	20,134.40	20,654.40	21,153.60	21,673.60	22,193.60	22,776.00	23,316.80	23,878.40	24,481.60
21	Hourly	9.46	9.68	9.93	10.17	10.42	10.67	10.95	11.21	11.48	11.77	12.08
	Appx. Bi-wkly	756.80	774.40	794.40	813.60	833.60	853.60	876.00	896.80	918.40	941.60	966.40
	Appx. Monthly	1,639.73	1,677.87	1,721.20	1,762.80	1,806.13	1,849.47	1,898.00	1,943.07	1,989.87	2,040.13	2,093.87
	Appx. Annual	19,676.80	20,134.40	20,654.40	21,153.60	21,673.60	22,193.60	22,776.00	23,316.80	23,878.40	24,481.60	25,126.40

Ranges Eff. 07-12-2003		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
22	Hourly	9.68	9.93	10.17	10.42	10.67	10.95	11.21	11.48	11.77	12.08	12.37
	Appx. Bi-wkly	774.40	794.40	813.60	833.60	853.60	876.00	896.80	918.40	941.60	966.40	989.60
	Appx. Monthly	1,677.87	1,721.20	1,762.80	1,806.13	1,849.47	1,898.00	1,943.07	1,989.87	2,040.13	2,093.87	2,144.13
	Appx. Annual	20,134.40	20,654.40	21,153.60	21,673.60	22,193.60	22,776.00	23,316.80	23,878.40	24,481.60	25,126.40	25,729.60
23	Hourly	9.93	10.17	10.42	10.67	10.95	11.21	11.48	11.77	12.08	12.37	12.67
	Appx. Bi-wkly	794.40	813.60	833.60	853.60	876.00	896.80	918.40	941.60	966.40	989.60	1,013.60
	Appx. Monthly	1,721.20	1,762.80	1,806.13	1,849.47	1,898.00	1,943.07	1,989.87	2,040.13	2,093.87	2,144.13	2,196.13
	Appx. Annual	20,654.40	21,153.60	21,673.60	22,193.60	22,776.00	23,316.80	23,878.40	24,481.60	25,126.40	25,729.60	26,353.60
24	Hourly	10.17	10.42	10.67	10.95	11.21	11.48	11.77	12.08	12.37	12.67	12.96
	Appx. Bi-wkly	813.60	833.60	853.60	876.00	896.80	918.40	941.60	966.40	989.60	1,013.60	1,036.80
	Appx. Monthly	1,762.80	1,806.13	1,849.47	1,898.00	1,943.07	1,989.87	2,040.13	2,093.87	2,144.13	2,196.13	2,246.40
	Appx. Annual	21,153.60	21,673.60	22,193.60	22,776.00	23,316.80	23,878.40	24,481.60	25,126.40	25,729.60	26,353.60	26,956.80
25	Hourly	10.42	10.67	10.95	11.21	11.48	11.77	12.08	12.37	12.67	12.96	13.31
	Appx. Bi-wkly	833.60	853.60	876.00	896.80	918.40	941.60	966.40	989.60	1,013.60	1,036.80	1,064.80
	Appx. Monthly	1,806.13	1,849.47	1,898.00	1,943.07	1,989.87	2,040.13	2,093.87	2,144.13	2,196.13	2,246.40	2,307.07
	Appx. Annual	21,673.60	22,193.60	22,776.00	23,316.80	23,878.40	24,481.60	25,126.40	25,729.60	26,353.60	26,956.80	27,684.80
26	Hourly	10.67	10.95	11.21	11.48	11.77	12.08	12.37	12.67	12.96	13.31	13.65
	Appx. Bi-wkly	853.60	876.00	896.80	918.40	941.60	966.40	989.60	1,013.60	1,036.80	1,064.80	1,092.00
	Appx. Monthly	1,849.47	1,898.00	1,943.07	1,989.87	2,040.13	2,093.87	2,144.13	2,196.13	2,246.40	2,307.07	2,366.00
	Appx. Annual	22,193.60	22,776.00	23,316.80	23,878.40	24,481.60	25,126.40	25,729.60	26,353.60	26,956.80	27,684.80	28,392.00
27	Hourly	10.95	11.21	11.48	11.77	12.08	12.37	12.67	12.96	13.31	13.65	13.98
	Appx. Bi-wkly	876.00	896.80	918.40	941.60	966.40	989.60	1,013.60	1,036.80	1,064.80	1,092.00	1,118.40
	Appx. Monthly	1,898.00	1,943.07	1,989.87	2,040.13	2,093.87	2,144.13	2,196.13	2,246.40	2,307.07	2,366.00	2,423.20
	Appx. Annual	22,776.00	23,316.80	23,878.40	24,481.60	25,126.40	25,729.60	26,353.60	26,956.80	27,684.80	28,392.00	29,078.40
28	Hourly	11.21	11.48	11.77	12.08	12.37	12.67	12.96	13.31	13.65	13.98	14.32
	Appx. Bi-wkly	896.80	918.40	941.60	966.40	989.60	1,013.60	1,036.80	1,064.80	1,092.00	1,118.40	1,145.60
	Appx. Monthly	1,943.07	1,989.87	2,040.13	2,093.87	2,144.13	2,196.13	2,246.40	2,307.07	2,366.00	2,423.20	2,482.13
	Appx. Annual	23,316.80	23,878.40	24,481.60	25,126.40	25,729.60	26,353.60	26,956.80	27,684.80	28,392.00	29,078.40	29,785.60
29	Hourly	11.48	11.77	12.08	12.37	12.67	12.96	13.31	13.65	13.98	14.32	14.67
	Appx. Bi-wkly	918.40	941.60	966.40	989.60	1,013.60	1,036.80	1,064.80	1,092.00	1,118.40	1,145.60	1,173.60
	Appx. Monthly	1,989.87	2,040.13	2,093.87	2,144.13	2,196.13	2,246.40	2,307.07	2,366.00	2,423.20	2,482.13	2,542.80
	Appx. Annual	23,878.40	24,481.60	25,126.40	25,729.60	26,353.60	26,956.80	27,684.80	28,392.00	29,078.40	29,785.60	30,513.60
30	Hourly	11.77	12.08	12.37	12.67	12.96	13.31	13.65	13.98	14.32	14.67	15.02
	Appx. Bi-wkly	941.60	966.40	989.60	1,013.60	1,036.80	1,064.80	1,092.00	1,118.40	1,145.60	1,173.60	1,201.60
	Appx. Monthly	2,040.13	2,093.87	2,144.13	2,196.13	2,246.40	2,307.07	2,366.00	2,423.20	2,482.13	2,542.80	2,603.47
	Appx. Annual	24,481.60	25,126.40	25,729.60	26,353.60	26,956.80	27,684.80	28,392.00	29,078.40	29,785.60	30,513.60	31,241.60
31	Hourly	12.08	12.37	12.67	12.96	13.31	13.65	13.98	14.32	14.67	15.02	15.40
	Appx. Bi-wkly	966.40	989.60	1,013.60	1,036.80	1,064.80	1,092.00	1,118.40	1,145.60	1,173.60	1,201.60	1,232.00
	Appx. Monthly	2,093.87	2,144.13	2,196.13	2,246.40	2,307.07	2,366.00	2,423.20	2,482.13	2,542.80	2,603.47	2,669.33
	Appx. Annual	25,126.40	25,729.60	26,353.60	26,956.80	27,684.80	28,392.00	29,078.40	29,785.60	30,513.60	31,241.60	32,032.00
32	Hourly	12.37	12.67	12.96	13.31	13.65	13.98	14.32	14.67	15.02	15.40	15.78
	Appx. Bi-wkly	989.60	1,013.60	1,036.80	1,064.80	1,092.00	1,118.40	1,145.60	1,173.60	1,201.60	1,232.00	1,262.40
	Appx. Monthly	2,144.13	2,196.13	2,246.40	2,307.07	2,366.00	2,423.20	2,482.13	2,542.80	2,603.47	2,669.33	2,735.20
	Appx. Annual	25,729.60	26,353.60	26,956.80	27,684.80	28,392.00	29,078.40	29,785.60	30,513.60	31,241.60	32,032.00	32,822.40
33	Hourly	12.67	12.96	13.31	13.65	13.98	14.32	14.67	15.02	15.40	15.78	16.17
	Appx. Bi-wkly	1,013.60	1,036.80	1,064.80	1,092.00	1,118.40	1,145.60	1,173.60	1,201.60	1,232.00	1,262.40	1,293.60
	Appx. Monthly	2,196.13	2,246.40	2,307.07	2,366.00	2,423.20	2,482.13	2,542.80	2,603.47	2,669.33	2,735.20	2,802.80
	Appx. Annual	26,353.60	26,956.80	27,684.80	28,392.00	29,078.40	29,785.60	30,513.60	31,241.60	32,032.00	32,822.40	33,633.60
34	Hourly	12.96	13.31	13.65	13.98	14.32	14.67	15.02	15.40	15.78	16.17	16.57
	Appx. Bi-wkly	1,036.80	1,064.80	1,092.00	1,118.40	1,145.60	1,173.60	1,201.60	1,232.00	1,262.40	1,293.60	1,325.60
	Appx. Monthly	2,246.40	2,307.07	2,366.00	2,423.20	2,482.13	2,542.80	2,603.47	2,669.33	2,735.20	2,802.80	2,872.13
	Appx. Annual	26,956.80	27,684.80	28,392.00	29,078.40	29,785.60	30,513.60	31,241.60	32,032.00	32,822.40	33,633.60	34,465.60
35	Hourly	13.31	13.65	13.98	14.32	14.67	15.02	15.40	15.78	16.17	16.57	16.97
	Appx. Bi-wkly	1,064.80	1,092.00	1,118.40	1,145.60	1,173.60	1,201.60	1,232.00	1,262.40	1,293.60	1,325.60	1,357.60
	Appx. Monthly	2,307.07	2,366.00	2,423.20	2,482.13	2,542.80	2,603.47	2,669.33	2,735.20	2,802.80	2,872.13	2,941.47
	Appx. Annual	27,684.80	28,392.00	29,078.40	29,785.60	30,513.60	31,241.60	32,032.00	32,822.40	33,633.60	34,465.60	35,297.60
36	Hourly	13.65	13.98	14.32	14.67	15.02	15.40	15.78	16.17	16.57	16.97	17.41
	Appx. Bi-wkly	1,092.00	1,118.40	1,145.60	1,173.60	1,201.60	1,232.00	1,262.40	1,293.60	1,325.60	1,357.60	1,392.80
	Appx. Monthly	2,366.00	2,423.20	2,482.13	2,542.80	2,603.47	2,669.33	2,735.20	2,802.80	2,872.13	2,941.47	3,017.73
	Appx. Annual	28,392.00	29,078.40	29,785.60	30,513.60	31,241.60	32,032.00	32,822.40	33,633.60	34,465.60	35,297.60	36,212.80
37	Hourly	13.98	14.32	14.67	15.02	15.40	15.78	16.17	16.57	16.97	17.41	17.84
	Appx. Bi-wkly	1,118.40	1,145.60	1,173.60	1,201.60	1,232.00	1,262.40	1,293.60	1,325.60	1,357.60	1,392.80	1,427.20
	Appx. Monthly	2,423.20	2,482.13	2,542.80	2,603.47	2,669.33	2,735.20	2,802.80	2,872.13	2,941.47	3,017.73	3,092.27

Ranges Eff. 07-12-2003	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
Appx. Annual	29,078.40	29,785.60	30,513.60	31,241.60	32,032.00	32,822.40	33,633.60	34,465.60	35,297.60	36,212.80	37,107.20

Ranges Eff. 07-12-2003		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
38	Hourly	14.32	14.67	15.02	15.40	15.78	16.17	16.57	16.97	17.41	17.84	18.27
	Appx. Bi-wkly	1,145.60	1,173.60	1,201.60	1,232.00	1,262.40	1,293.60	1,325.60	1,357.60	1,392.80	1,427.20	1,461.60
	Appx. Monthly	2,482.13	2,542.80	2,603.47	2,669.33	2,735.20	2,802.80	2,872.13	2,941.47	3,017.73	3,092.27	3,166.80
	Appx. Annual	29,785.60	30,513.60	31,241.60	32,032.00	32,822.40	33,633.60	34,465.60	35,297.60	36,212.80	37,107.20	38,001.60
39	Hourly	14.67	15.02	15.40	15.78	16.17	16.57	16.97	17.41	17.84	18.27	18.73
	Appx. Bi-wkly	1,173.60	1,201.60	1,232.00	1,262.40	1,293.60	1,325.60	1,357.60	1,392.80	1,427.20	1,461.60	1,498.40
	Appx. Monthly	2,542.80	2,603.47	2,669.33	2,735.20	2,802.80	2,872.13	2,941.47	3,017.73	3,092.27	3,166.80	3,246.53
	Appx. Annual	30,513.60	31,241.60	32,032.00	32,822.40	33,633.60	34,465.60	35,297.60	36,212.80	37,107.20	38,001.60	38,958.40
40	Hourly	15.02	15.40	15.78	16.17	16.57	16.97	17.41	17.84	18.27	18.73	19.18
	Appx. Bi-wkly	1,201.60	1,232.00	1,262.40	1,293.60	1,325.60	1,357.60	1,392.80	1,427.20	1,461.60	1,498.40	1,534.40
	Appx. Monthly	2,603.47	2,669.33	2,735.20	2,802.80	2,872.13	2,941.47	3,017.73	3,092.27	3,166.80	3,246.53	3,324.53
	Appx. Annual	31,241.60	32,032.00	32,822.40	33,633.60	34,465.60	35,297.60	36,212.80	37,107.20	38,001.60	38,958.40	39,894.40
41	Hourly	15.40	15.78	16.17	16.57	16.97	17.41	17.84	18.27	18.73	19.18	19.66
	Appx. Bi-wkly	1,232.00	1,262.40	1,293.60	1,325.60	1,357.60	1,392.80	1,427.20	1,461.60	1,498.40	1,534.40	1,572.80
	Appx. Monthly	2,669.33	2,735.20	2,802.80	2,872.13	2,941.47	3,017.73	3,092.27	3,166.80	3,246.53	3,324.53	3,407.73
	Appx. Annual	32,032.00	32,822.40	33,633.60	34,465.60	35,297.60	36,212.80	37,107.20	38,001.60	38,958.40	39,894.40	40,892.80
42	Hourly	15.78	16.17	16.57	16.97	17.41	17.84	18.27	18.73	19.18	19.66	20.15
	Appx. Bi-wkly	1,262.40	1,293.60	1,325.60	1,357.60	1,392.80	1,427.20	1,461.60	1,498.40	1,534.40	1,572.80	1,612.00
	Appx. Monthly	2,735.20	2,802.80	2,872.13	2,941.47	3,017.73	3,092.27	3,166.80	3,246.53	3,324.53	3,407.73	3,492.67
	Appx. Annual	32,822.40	33,633.60	34,465.60	35,297.60	36,212.80	37,107.20	38,001.60	38,958.40	39,894.40	40,892.80	41,912.00
43	Hourly	16.17	16.57	16.97	17.41	17.84	18.27	18.73	19.18	19.66	20.15	20.65
	Appx. Bi-wkly	1,293.60	1,325.60	1,357.60	1,392.80	1,427.20	1,461.60	1,498.40	1,534.40	1,572.80	1,612.00	1,652.00
	Appx. Monthly	2,802.80	2,872.13	2,941.47	3,017.73	3,092.27	3,166.80	3,246.53	3,324.53	3,407.73	3,492.67	3,579.33
	Appx. Annual	33,633.60	34,465.60	35,297.60	36,212.80	37,107.20	38,001.60	38,958.40	39,894.40	40,892.80	41,912.00	42,952.00
44	Hourly	16.57	16.97	17.41	17.84	18.27	18.73	19.18	19.66	20.15	20.65	21.16
	Appx. Bi-wkly	1,325.60	1,357.60	1,392.80	1,427.20	1,461.60	1,498.40	1,534.40	1,572.80	1,612.00	1,652.00	1,692.80
	Appx. Monthly	2,872.13	2,941.47	3,017.73	3,092.27	3,166.80	3,246.53	3,324.53	3,407.73	3,492.67	3,579.33	3,667.73
	Appx. Annual	34,465.60	35,297.60	36,212.80	37,107.20	38,001.60	38,958.40	39,894.40	40,892.80	41,912.00	42,952.00	44,012.80
45	Hourly	16.97	17.41	17.84	18.27	18.73	19.18	19.66	20.15	20.65	21.16	21.68
	Appx. Bi-wkly	1,357.60	1,392.80	1,427.20	1,461.60	1,498.40	1,534.40	1,572.80	1,612.00	1,652.00	1,692.80	1,734.40
	Appx. Monthly	2,941.47	3,017.73	3,092.27	3,166.80	3,246.53	3,324.53	3,407.73	3,492.67	3,579.33	3,667.73	3,757.87
	Appx. Annual	35,297.60	36,212.80	37,107.20	38,001.60	38,958.40	39,894.40	40,892.80	41,912.00	42,952.00	44,012.80	45,094.40
46	Hourly	17.41	17.84	18.27	18.73	19.18	19.66	20.15	20.65	21.16	21.68	22.21
	Appx. Bi-wkly	1,392.80	1,427.20	1,461.60	1,498.40	1,534.40	1,572.80	1,612.00	1,652.00	1,692.80	1,734.40	1,776.80
	Appx. Monthly	3,017.73	3,092.27	3,166.80	3,246.53	3,324.53	3,407.73	3,492.67	3,579.33	3,667.73	3,757.87	3,849.73
	Appx. Annual	36,212.80	37,107.20	38,001.60	38,958.40	39,894.40	40,892.80	41,912.00	42,952.00	44,012.80	45,094.40	46,196.80
47	Hourly	17.84	18.27	18.73	19.18	19.66	20.15	20.65	21.16	21.68	22.21	22.76
	Appx. Bi-wkly	1,427.20	1,461.60	1,498.40	1,534.40	1,572.80	1,612.00	1,652.00	1,692.80	1,734.40	1,776.80	1,820.80
	Appx. Monthly	3,092.27	3,166.80	3,246.53	3,324.53	3,407.73	3,492.67	3,579.33	3,667.73	3,757.87	3,849.73	3,945.07
	Appx. Annual	37,107.20	38,001.60	38,958.40	39,894.40	40,892.80	41,912.00	42,952.00	44,012.80	45,094.40	46,196.80	47,340.80
48	Hourly	18.27	18.73	19.18	19.66	20.15	20.65	21.16	21.68	22.21	22.76	23.34
	Appx. Bi-wkly	1,461.60	1,498.40	1,534.40	1,572.80	1,612.00	1,652.00	1,692.80	1,734.40	1,776.80	1,820.80	1,867.20
	Appx. Monthly	3,166.80	3,246.53	3,324.53	3,407.73	3,492.67	3,579.33	3,667.73	3,757.87	3,849.73	3,945.07	4,045.60
	Appx. Annual	38,001.60	38,958.40	39,894.40	40,892.80	41,912.00	42,952.00	44,012.80	45,094.40	46,196.80	47,340.80	48,547.20
49	Hourly	18.73	19.18	19.66	20.15	20.65	21.16	21.68	22.21	22.76	23.34	23.89
	Appx. Bi-wkly	1,498.40	1,534.40	1,572.80	1,612.00	1,652.00	1,692.80	1,734.40	1,776.80	1,820.80	1,867.20	1,911.20
	Appx. Monthly	3,246.53	3,324.53	3,407.73	3,492.67	3,579.33	3,667.73	3,757.87	3,849.73	3,945.07	4,045.60	4,140.93
	Appx. Annual	38,958.40	39,894.40	40,892.80	41,912.00	42,952.00	44,012.80	45,094.40	46,196.80	47,340.80	48,547.20	49,691.20
50	Hourly	19.18	19.66	20.15	20.65	21.16	21.68	22.21	22.76	23.34	23.89	24.48
	Appx. Bi-wkly	1,534.40	1,572.80	1,612.00	1,652.00	1,692.80	1,734.40	1,776.80	1,820.80	1,867.20	1,911.20	1,958.40
	Appx. Monthly	3,324.53	3,407.73	3,492.67	3,579.33	3,667.73	3,757.87	3,849.73	3,945.07	4,045.60	4,140.93	4,243.20
	Appx. Annual	39,894.40	40,892.80	41,912.00	42,952.00	44,012.80	45,094.40	46,196.80	47,340.80	48,547.20	49,691.20	50,918.40
51	Hourly	19.66	20.15	20.65	21.16	21.68	22.21	22.76	23.34	23.89	24.48	25.08
	Appx. Bi-wkly	1,572.80	1,612.00	1,652.00	1,692.80	1,734.40	1,776.80	1,820.80	1,867.20	1,911.20	1,958.40	2,006.40
	Appx. Monthly	3,407.73	3,492.67	3,579.33	3,667.73	3,757.87	3,849.73	3,945.07	4,045.60	4,140.93	4,243.20	4,347.20
	Appx. Annual	40,892.80	41,912.00	42,952.00	44,012.80	45,094.40	46,196.80	47,340.80	48,547.20	49,691.20	50,918.40	52,166.40
52	Hourly	20.15	20.65	21.16	21.68	22.21	22.76	23.34	23.89	24.48	25.08	25.71
	Appx. Bi-wkly	1,612.00	1,652.00	1,692.80	1,734.40	1,776.80	1,820.80	1,867.20	1,911.20	1,958.40	2,006.40	2,056.80
	Appx. Monthly	3,492.67	3,579.33	3,667.73	3,757.87	3,849.73	3,945.07	4,045.60	4,140.93	4,243.20	4,347.20	4,456.40
	Appx. Annual	41,912.00	42,952.00	44,012.80	45,094.40	46,196.80	47,340.80	48,547.20	49,691.20	50,918.40	52,166.40	53,476.80
53	Hourly	20.65	21.16	21.68	22.21	22.76	23.34	23.89	24.48	25.08	25.71	26.35
	Appx. Bi-wkly	1,652.00	1,692.80	1,734.40	1,776.80	1,820.80	1,867.20	1,911.20	1,958.40	2,006.40	2,056.80	2,108.00
	Appx. Monthly	3,579.33	3,667.73	3,757.87	3,849.73	3,945.07	4,045.60	4,140.93	4,243.20	4,347.20	4,456.40	4,567.33

Ranges Eff. 07-12-2003	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
Appx. Annual	42,952.00	44,012.80	45,094.40	46,196.80	47,340.80	48,547.20	49,691.20	50,918.40	52,166.40	53,476.80	54,808.00

Ranges Eff. 07-12-2003		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
54	Hourly	21.16	21.68	22.21	22.76	23.34	23.89	24.48	25.08	25.71	26.35	27.00
	Appx. Bi-wkly	1,692.80	1,734.40	1,776.80	1,820.80	1,867.20	1,911.20	1,958.40	2,006.40	2,056.80	2,108.00	2,160.00
	Appx. Monthly	3,667.73	3,757.87	3,849.73	3,945.07	4,045.60	4,140.93	4,243.20	4,347.20	4,456.40	4,567.33	4,680.00
	Appx. Annual	44,012.80	45,094.40	46,196.80	47,340.80	48,547.20	49,691.20	50,918.40	52,166.40	53,476.80	54,808.00	56,160.00
55	Hourly	21.68	22.21	22.76	23.34	23.89	24.48	25.08	25.71	26.35	27.00	27.67
	Appx. Bi-wkly	1,734.40	1,776.80	1,820.80	1,867.20	1,911.20	1,958.40	2,006.40	2,056.80	2,108.00	2,160.00	2,213.60
	Appx. Monthly	3,757.87	3,849.73	3,945.07	4,045.60	4,140.93	4,243.20	4,347.20	4,456.40	4,567.33	4,680.00	4,796.13
	Appx. Annual	45,094.40	46,196.80	47,340.80	48,547.20	49,691.20	50,918.40	52,166.40	53,476.80	54,808.00	56,160.00	57,553.60
56	Hourly	22.21	22.76	23.34	23.89	24.48	25.08	25.71	26.35	27.00	27.67	28.35
	Appx. Bi-wkly	1,776.80	1,820.80	1,867.20	1,911.20	1,958.40	2,006.40	2,056.80	2,108.00	2,160.00	2,213.60	2,268.00
	Appx. Monthly	3,849.73	3,945.07	4,045.60	4,140.93	4,243.20	4,347.20	4,456.40	4,567.33	4,680.00	4,796.13	4,914.00
	Appx. Annual	46,196.80	47,340.80	48,547.20	49,691.20	50,918.40	52,166.40	53,476.80	54,808.00	56,160.00	57,553.60	58,968.00
57	Hourly	22.76	23.34	23.89	24.48	25.08	25.71	26.35	27.00	27.67	28.35	29.06
	Appx. Bi-wkly	1,820.80	1,867.20	1,911.20	1,958.40	2,006.40	2,056.80	2,108.00	2,160.00	2,213.60	2,268.00	2,324.80
	Appx. Monthly	3,945.07	4,045.60	4,140.93	4,243.20	4,347.20	4,456.40	4,567.33	4,680.00	4,796.13	4,914.00	5,037.07
	Appx. Annual	47,340.80	48,547.20	49,691.20	50,918.40	52,166.40	53,476.80	54,808.00	56,160.00	57,553.60	58,968.00	60,444.80
58	Hourly	23.34	23.89	24.48	25.08	25.71	26.35	27.00	27.67	28.35	29.06	29.79
	Appx. Bi-wkly	1,867.20	1,911.20	1,958.40	2,006.40	2,056.80	2,108.00	2,160.00	2,213.60	2,268.00	2,324.80	2,383.20
	Appx. Monthly	4,045.60	4,140.93	4,243.20	4,347.20	4,456.40	4,567.33	4,680.00	4,796.13	4,914.00	5,037.07	5,163.60
	Appx. Annual	48,547.20	49,691.20	50,918.40	52,166.40	53,476.80	54,808.00	56,160.00	57,553.60	58,968.00	60,444.80	61,963.20
59	Hourly	23.89	24.48	25.08	25.71	26.35	27.00	27.67	28.35	29.06	29.79	30.52
	Appx. Bi-wkly	1,911.20	1,958.40	2,006.40	2,056.80	2,108.00	2,160.00	2,213.60	2,268.00	2,324.80	2,383.20	2,441.60
	Appx. Monthly	4,140.93	4,243.20	4,347.20	4,456.40	4,567.33	4,680.00	4,796.13	4,914.00	5,037.07	5,163.60	5,290.13
	Appx. Annual	49,691.20	50,918.40	52,166.40	53,476.80	54,808.00	56,160.00	57,553.60	58,968.00	60,444.80	61,963.20	63,481.60
60	Hourly	24.48	25.08	25.71	26.35	27.00	27.67	28.35	29.06	29.79	30.52	31.29
	Appx. Bi-wkly	1,958.40	2,006.40	2,056.80	2,108.00	2,160.00	2,213.60	2,268.00	2,324.80	2,383.20	2,441.60	2,503.20
	Appx. Monthly	4,243.20	4,347.20	4,456.40	4,567.33	4,680.00	4,796.13	4,914.00	5,037.07	5,163.60	5,290.13	5,423.60
	Appx. Annual	50,918.40	52,166.40	53,476.80	54,808.00	56,160.00	57,553.60	58,968.00	60,444.80	61,963.20	63,481.60	65,083.20
61	Hourly	25.08	25.71	26.35	27.00	27.67	28.35	29.06	29.79	30.52	31.29	32.05
	Appx. Bi-wkly	2,006.40	2,056.80	2,108.00	2,160.00	2,213.60	2,268.00	2,324.80	2,383.20	2,441.60	2,503.20	2,564.00
	Appx. Monthly	4,347.20	4,456.40	4,567.33	4,680.00	4,796.13	4,914.00	5,037.07	5,163.60	5,290.13	5,423.60	5,555.33
	Appx. Annual	52,166.40	53,476.80	54,808.00	56,160.00	57,553.60	58,968.00	60,444.80	61,963.20	63,481.60	65,083.20	66,664.00
62	Hourly	25.71	26.35	27.00	27.67	28.35	29.06	29.79	30.52	31.29	32.05	32.86
	Appx. Bi-wkly	2,056.80	2,108.00	2,160.00	2,213.60	2,268.00	2,324.80	2,383.20	2,441.60	2,503.20	2,564.00	2,628.80
	Appx. Monthly	4,456.40	4,567.33	4,680.00	4,796.13	4,914.00	5,037.07	5,163.60	5,290.13	5,423.60	5,555.33	5,695.73
	Appx. Annual	53,476.80	54,808.00	56,160.00	57,553.60	58,968.00	60,444.80	61,963.20	63,481.60	65,083.20	66,664.00	68,348.80
63	Hourly	26.35	27.00	27.67	28.35	29.06	29.79	30.52	31.29	32.05	32.86	33.66
	Appx. Bi-wkly	2,108.00	2,160.00	2,213.60	2,268.00	2,324.80	2,383.20	2,441.60	2,503.20	2,564.00	2,628.80	2,692.80
	Appx. Monthly	4,567.33	4,680.00	4,796.13	4,914.00	5,037.07	5,163.60	5,290.13	5,423.60	5,555.33	5,695.73	5,834.40
	Appx. Annual	54,808.00	56,160.00	57,553.60	58,968.00	60,444.80	61,963.20	63,481.60	65,083.20	66,664.00	68,348.80	70,012.80
64	Hourly	27.00	27.67	28.35	29.06	29.79	30.52	31.29	32.05	32.86	33.66	34.47
	Appx. Bi-wkly	2,160.00	2,213.60	2,268.00	2,324.80	2,383.20	2,441.60	2,503.20	2,564.00	2,628.80	2,692.80	2,757.60
	Appx. Monthly	4,680.00	4,796.13	4,914.00	5,037.07	5,163.60	5,290.13	5,423.60	5,555.33	5,695.73	5,834.40	5,974.80
	Appx. Annual	56,160.00	57,553.60	58,968.00	60,444.80	61,963.20	63,481.60	65,083.20	66,664.00	68,348.80	70,012.80	71,697.60
65	Hourly	27.67	28.35	29.06	29.79	30.52	31.29	32.05	32.86	33.66	34.47	35.36
	Appx. Bi-wkly	2,213.60	2,268.00	2,324.80	2,383.20	2,441.60	2,503.20	2,564.00	2,628.80	2,692.80	2,757.60	2,828.80
	Appx. Monthly	4,796.13	4,914.00	5,037.07	5,163.60	5,290.13	5,423.60	5,555.33	5,695.73	5,834.40	5,974.80	6,129.07
	Appx. Annual	57,553.60	58,968.00	60,444.80	61,963.20	63,481.60	65,083.20	66,664.00	68,348.80	70,012.80	71,697.60	73,548.80
66	Hourly	28.35	29.06	29.79	30.52	31.29	32.05	32.86	33.66	34.47	35.36	36.24
	Appx. Bi-wkly	2,268.00	2,324.80	2,383.20	2,441.60	2,503.20	2,564.00	2,628.80	2,692.80	2,757.60	2,828.80	2,899.20
	Appx. Monthly	4,914.00	5,037.07	5,163.60	5,290.13	5,423.60	5,555.33	5,695.73	5,834.40	5,974.80	6,129.07	6,281.60
	Appx. Annual	58,968.00	60,444.80	61,963.20	63,481.60	65,083.20	66,664.00	68,348.80	70,012.80	71,697.60	73,548.80	75,379.20
67	Hourly	29.06	29.79	30.52	31.29	32.05	32.86	33.66	34.47	35.36	36.24	37.14
	Appx. Bi-wkly	2,324.80	2,383.20	2,441.60	2,503.20	2,564.00	2,628.80	2,692.80	2,757.60	2,828.80	2,899.20	2,971.20
	Appx. Monthly	5,037.07	5,163.60	5,290.13	5,423.60	5,555.33	5,695.73	5,834.40	5,974.80	6,129.07	6,281.60	6,437.60
	Appx. Annual	60,444.80	61,963.20	63,481.60	65,083.20	66,664.00	68,348.80	70,012.80	71,697.60	73,548.80	75,379.20	77,251.20
68	Hourly	29.79	30.52	31.29	32.05	32.86	33.66	34.47	35.36	36.24	37.14	38.08
	Appx. Bi-wkly	2,383.20	2,441.60	2,503.20	2,564.00	2,628.80	2,692.80	2,757.60	2,828.80	2,899.20	2,971.20	3,046.40
	Appx. Monthly	5,163.60	5,290.13	5,423.60	5,555.33	5,695.73	5,834.40	5,974.80	6,129.07	6,281.60	6,437.60	6,600.53
	Appx. Annual	61,963.20	63,481.60	65,083.20	66,664.00	68,348.80	70,012.80	71,697.60	73,548.80	75,379.20	77,251.20	79,206.40
69	Hourly	30.52	31.29	32.05	32.86	33.66	34.47	35.36	36.24	37.14	38.08	39.04
	Appx. Bi-wkly	2,441.60	2,503.20	2,564.00	2,628.80	2,692.80	2,757.60	2,828.80	2,899.20	2,971.20	3,046.40	3,123.20
	Appx. Monthly	5,290.13	5,423.60	5,555.33	5,695.73	5,834.40	5,974.80	6,129.07	6,281.60	6,437.60	6,600.53	6,766.93

Ranges Eff. 07-12-2003	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
Appx. Annual	63,481.60	65,083.20	66,664.00	68,348.80	70,012.80	71,697.60	73,548.80	75,379.20	77,251.20	79,206.40	81,203.20

Ranges Eff. 07-12-2003		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
70	Hourly	31.29	32.05	32.86	33.66	34.47	35.36	36.24	37.14	38.08	39.04	40.03
	Appx. Bi-wkly	2,503.20	2,564.00	2,628.80	2,692.80	2,757.60	2,828.80	2,899.20	2,971.20	3,046.40	3,123.20	3,202.40
	Appx. Monthly	5,423.60	5,555.33	5,695.73	5,834.40	5,974.80	6,129.07	6,281.60	6,437.60	6,600.53	6,766.93	6,938.53
	Appx. Annual	65,083.20	66,664.00	68,348.80	70,012.80	71,697.60	73,548.80	75,379.20	77,251.20	79,206.40	81,203.20	83,262.40
71	Hourly	32.05	32.86	33.66	34.47	35.36	36.24	37.14	38.08	39.04	40.03	41.00
	Appx. Bi-wkly	2,564.00	2,628.80	2,692.80	2,757.60	2,828.80	2,899.20	2,971.20	3,046.40	3,123.20	3,202.40	3,280.00
	Appx. Monthly	5,555.33	5,695.73	5,834.40	5,974.80	6,129.07	6,281.60	6,437.60	6,600.53	6,766.93	6,938.53	7,106.67
	Appx. Annual	66,664.00	68,348.80	70,012.80	71,697.60	73,548.80	75,379.20	77,251.20	79,206.40	81,203.20	83,262.40	85,280.00
72	Hourly	32.86	33.66	34.47	35.36	36.24	37.14	38.08	39.04	40.03	41.00	42.02
	Appx. Bi-wkly	2,628.80	2,692.80	2,757.60	2,828.80	2,899.20	2,971.20	3,046.40	3,123.20	3,202.40	3,280.00	3,361.60
	Appx. Monthly	5,695.73	5,834.40	5,974.80	6,129.07	6,281.60	6,437.60	6,600.53	6,766.93	6,938.53	7,106.67	7,283.47
	Appx. Annual	68,348.80	70,012.80	71,697.60	73,548.80	75,379.20	77,251.20	79,206.40	81,203.20	83,262.40	85,280.00	87,401.60
73	Hourly	33.66	34.47	35.36	36.24	37.14	38.08	39.04	40.03	41.00	42.02	43.07
	Appx. Bi-wkly	2,692.80	2,757.60	2,828.80	2,899.20	2,971.20	3,046.40	3,123.20	3,202.40	3,280.00	3,361.60	3,445.60
	Appx. Monthly	5,834.40	5,974.80	6,129.07	6,281.60	6,437.60	6,600.53	6,766.93	6,938.53	7,106.67	7,283.47	7,465.47
	Appx. Annual	70,012.80	71,697.60	73,548.80	75,379.20	77,251.20	79,206.40	81,203.20	83,262.40	85,280.00	87,401.60	89,585.60
74	Hourly	34.47	35.36	36.24	37.14	38.08	39.04	40.03	41.00	42.02	43.07	44.15
	Appx. Bi-wkly	2,757.60	2,828.80	2,899.20	2,971.20	3,046.40	3,123.20	3,202.40	3,280.00	3,361.60	3,445.60	3,532.00
	Appx. Monthly	5,974.80	6,129.07	6,281.60	6,437.60	6,600.53	6,766.93	6,938.53	7,106.67	7,283.47	7,465.47	7,652.67
	Appx. Annual	71,697.60	73,548.80	75,379.20	77,251.20	79,206.40	81,203.20	83,262.40	85,280.00	87,401.60	89,585.60	91,832.00
75	Hourly	35.36	36.24	37.14	38.08	39.04	40.03	41.00	42.02	43.07	44.15	45.24
	Appx. Bi-wkly	2,828.80	2,899.20	2,971.20	3,046.40	3,123.20	3,202.40	3,280.00	3,361.60	3,445.60	3,532.00	3,619.20
	Appx. Monthly	6,129.07	6,281.60	6,437.60	6,600.53	6,766.93	6,938.53	7,106.67	7,283.47	7,465.47	7,652.67	7,841.60
	Appx. Annual	73,548.80	75,379.20	77,251.20	79,206.40	81,203.20	83,262.40	85,280.00	87,401.60	89,585.60	91,832.00	94,099.20
76	Hourly	36.24	37.14	38.08	39.04	40.03	41.00	42.02	43.07	44.15	45.24	46.38
	Appx. Bi-wkly	2,899.20	2,971.20	3,046.40	3,123.20	3,202.40	3,280.00	3,361.60	3,445.60	3,532.00	3,619.20	3,710.40
	Appx. Monthly	6,281.60	6,437.60	6,600.53	6,766.93	6,938.53	7,106.67	7,283.47	7,465.47	7,652.67	7,841.60	8,039.20
	Appx. Annual	75,379.20	77,251.20	79,206.40	81,203.20	83,262.40	85,280.00	87,401.60	89,585.60	91,832.00	94,099.20	96,470.40
77	Hourly	37.14	38.08	39.04	40.03	41.00	42.02	43.07	44.15	45.24	46.38	47.56
	Appx. Bi-wkly	2,971.20	3,046.40	3,123.20	3,202.40	3,280.00	3,361.60	3,445.60	3,532.00	3,619.20	3,710.40	3,804.80
	Appx. Monthly	6,437.60	6,600.53	6,766.93	6,938.53	7,106.67	7,283.47	7,465.47	7,652.67	7,841.60	8,039.20	8,243.73
	Appx. Annual	77,251.20	79,206.40	81,203.20	83,262.40	85,280.00	87,401.60	89,585.60	91,832.00	94,099.20	96,470.40	98,924.80
78	Hourly	38.08	39.04	40.03	41.00	42.02	43.07	44.15	45.24	46.38	47.56	48.72
	Appx. Bi-wkly	3,046.40	3,123.20	3,202.40	3,280.00	3,361.60	3,445.60	3,532.00	3,619.20	3,710.40	3,804.80	3,897.60
	Appx. Monthly	6,600.53	6,766.93	6,938.53	7,106.67	7,283.47	7,465.47	7,652.67	7,841.60	8,039.20	8,243.73	8,444.80
	Appx. Annual	79,206.40	81,203.20	83,262.40	85,280.00	87,401.60	89,585.60	91,832.00	94,099.20	96,470.40	98,924.80	101,337.60
79	Hourly	39.04	40.03	41.00	42.02	43.07	44.15	45.24	46.38	47.56	48.72	49.96
	Appx. Bi-wkly	3,123.20	3,202.40	3,280.00	3,361.60	3,445.60	3,532.00	3,619.20	3,710.40	3,804.80	3,897.60	3,996.80
	Appx. Monthly	6,766.93	6,938.53	7,106.67	7,283.47	7,465.47	7,652.67	7,841.60	8,039.20	8,243.73	8,444.80	8,659.73
	Appx. Annual	81,203.20	83,262.40	85,280.00	87,401.60	89,585.60	91,832.00	94,099.20	96,470.40	98,924.80	101,337.60	103,916.80
80	Hourly	40.03	41.00	42.02	43.07	44.15	45.24	46.38	47.56	48.72	49.96	51.21
	Appx. Bi-wkly	3,202.40	3,280.00	3,361.60	3,445.60	3,532.00	3,619.20	3,710.40	3,804.80	3,897.60	3,996.80	4,096.80
	Appx. Monthly	6,938.53	7,106.67	7,283.47	7,465.47	7,652.67	7,841.60	8,039.20	8,243.73	8,444.80	8,659.73	8,876.40
	Appx. Annual	83,262.40	85,280.00	87,401.60	89,585.60	91,832.00	94,099.20	96,470.40	98,924.80	101,337.60	103,916.80	106,516.80
81	Hourly	41.00	42.02	43.07	44.15	45.24	46.38	47.56	48.72	49.96	51.21	52.48
	Appx. Bi-wkly	3,280.00	3,361.60	3,445.60	3,532.00	3,619.20	3,710.40	3,804.80	3,897.60	3,996.80	4,096.80	4,198.40
	Appx. Monthly	7,106.67	7,283.47	7,465.47	7,652.67	7,841.60	8,039.20	8,243.73	8,444.80	8,659.73	8,876.40	9,096.53
	Appx. Annual	85,280.00	87,401.60	89,585.60	91,832.00	94,099.20	96,470.40	98,924.80	101,337.60	103,916.80	106,516.80	109,158.40
82	Hourly	42.02	43.07	44.15	45.24	46.38	47.56	48.72	49.96	51.21	52.48	53.80
	Appx. Bi-wkly	3,361.60	3,445.60	3,532.00	3,619.20	3,710.40	3,804.80	3,897.60	3,996.80	4,096.80	4,198.40	4,304.00
	Appx. Monthly	7,283.47	7,465.47	7,652.67	7,841.60	8,039.20	8,243.73	8,444.80	8,659.73	8,876.40	9,096.53	9,325.33
	Appx. Annual	87,401.60	89,585.60	91,832.00	94,099.20	96,470.40	98,924.80	101,337.60	103,916.80	106,516.80	109,158.40	111,904.00
83	Hourly	43.07	44.15	45.24	46.38	47.56	48.72	49.96	51.21	52.48	53.80	55.15
	Appx. Bi-wkly	3,445.60	3,532.00	3,619.20	3,710.40	3,804.80	3,897.60	3,996.80	4,096.80	4,198.40	4,304.00	4,412.00
	Appx. Monthly	7,465.47	7,652.67	7,841.60	8,039.20	8,243.73	8,444.80	8,659.73	8,876.40	9,096.53	9,325.33	9,559.33
	Appx. Annual	89,585.60	91,832.00	94,099.20	96,470.40	98,924.80	101,337.60	103,916.80	106,516.80	109,158.40	111,904.00	114,712.00
84	Hourly	44.15	45.24	46.38	47.56	48.72	49.96	51.21	52.48	53.80	55.15	56.51
	Appx. Bi-wkly	3,532.00	3,619.20	3,710.40	3,804.80	3,897.60	3,996.80	4,096.80	4,198.40	4,304.00	4,412.00	4,520.80
	Appx. Monthly	7,652.67	7,841.60	8,039.20	8,243.73	8,444.80	8,659.73	8,876.40	9,096.53	9,325.33	9,559.33	9,795.07
	Appx. Annual	91,832.00	94,099.20	96,470.40	98,924.80	101,337.60	103,916.80	106,516.80	109,158.40	111,904.00	114,712.00	117,540.80
85	Hourly	45.24	46.38	47.56	48.72	49.96	51.21	52.48	53.80	55.15	56.51	57.93
	Appx. Bi-wkly	3,619.20	3,710.40	3,804.80	3,897.60	3,996.80	4,096.80	4,198.40	4,304.00	4,412.00	4,520.80	4,634.40
	Appx. Monthly	7,841.60	8,039.20	8,243.73	8,444.80	8,659.73	8,876.40	9,096.53	9,325.33	9,559.33	9,795.07	10,041.20

Ranges Eff. 07-12-2003	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
Appx. Annual	94,099.20	96,470.40	98,924.80	101,337.60	103,916.80	106,516.80	109,158.40	111,904.00	114,712.00	117,540.80	120,494.40

Ranges Eff. 07-12-2003		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
86	Hourly	46.38	47.56	48.72	49.96	51.21	52.48	53.80	55.15	56.51	57.93	59.37
	Appx. Bi-wkly	3,710.40	3,804.80	3,897.60	3,996.80	4,096.80	4,198.40	4,304.00	4,412.00	4,520.80	4,634.40	4,749.60
	Appx. Monthly	8,039.20	8,243.73	8,444.80	8,659.73	8,876.40	9,096.53	9,325.33	9,559.33	9,795.07	10,041.20	10,290.80
	Appx. Annual	96,470.40	98,924.80	101,337.60	103,916.80	106,516.80	109,158.40	111,904.00	114,712.00	117,540.80	120,494.40	123,489.60
87	Hourly	47.56	48.72	49.96	51.21	52.48	53.80	55.15	56.51	57.93	59.37	60.86
	Appx. Bi-wkly	3,804.80	3,897.60	3,996.80	4,096.80	4,198.40	4,304.00	4,412.00	4,520.80	4,634.40	4,749.60	4,868.80
	Appx. Monthly	8,243.73	8,444.80	8,659.73	8,876.40	9,096.53	9,325.33	9,559.33	9,795.07	10,041.20	10,290.80	10,549.07
	Appx. Annual	98,924.80	101,337.60	103,916.80	106,516.80	109,158.40	111,904.00	114,712.00	117,540.80	120,494.40	123,489.60	126,588.80
88	Hourly	48.72	49.96	51.21	52.48	53.80	55.15	56.51	57.93	59.37	60.86	62.38
	Appx. Bi-wkly	3,897.60	3,996.80	4,096.80	4,198.40	4,304.00	4,412.00	4,520.80	4,634.40	4,749.60	4,868.80	4,990.40
	Appx. Monthly	8,444.80	8,659.73	8,876.40	9,096.53	9,325.33	9,559.33	9,795.07	10,041.20	10,290.80	10,549.07	10,812.53
	Appx. Annual	101,337.60	103,916.80	106,516.80	109,158.40	111,904.00	114,712.00	117,540.80	120,494.40	123,489.60	126,588.80	129,750.40
89	Hourly	49.96	51.21	52.48	53.80	55.15	56.51	57.93	59.37	60.86	62.38	63.93
	Appx. Bi-wkly	3,996.80	4,096.80	4,198.40	4,304.00	4,412.00	4,520.80	4,634.40	4,749.60	4,868.80	4,990.40	5,114.40
	Appx. Monthly	8,659.73	8,876.40	9,096.53	9,325.33	9,559.33	9,795.07	10,041.20	10,290.80	10,549.07	10,812.53	11,081.20
	Appx. Annual	103,916.80	106,516.80	109,158.40	111,904.00	114,712.00	117,540.80	120,494.40	123,489.60	126,588.80	129,750.40	132,974.40
90	Hourly	51.21	52.48	53.80	55.15	56.51	57.93	59.37	60.86	62.38	63.93	65.54
	Appx. Bi-wkly	4,096.80	4,198.40	4,304.00	4,412.00	4,520.80	4,634.40	4,749.60	4,868.80	4,990.40	5,114.40	5,243.20
	Appx. Monthly	8,876.40	9,096.53	9,325.33	9,559.33	9,795.07	10,041.20	10,290.80	10,549.07	10,812.53	11,081.20	11,360.27
	Appx. Annual	106,516.80	109,158.40	111,904.00	114,712.00	117,540.80	120,494.40	123,489.60	126,588.80	129,750.40	132,974.40	136,323.20
91	Hourly	52.48	53.80	55.15	56.51	57.93	59.37	60.86	62.38	63.93	65.54	67.18
	Appx. Bi-wkly	4,198.40	4,304.00	4,412.00	4,520.80	4,634.40	4,749.60	4,868.80	4,990.40	5,114.40	5,243.20	5,374.40
	Appx. Monthly	9,096.53	9,325.33	9,559.33	9,795.07	10,041.20	10,290.80	10,549.07	10,812.53	11,081.20	11,360.27	11,644.53
	Appx. Annual	109,158.40	111,904.00	114,712.00	117,540.80	120,494.40	123,489.60	126,588.80	129,750.40	132,974.40	136,323.20	139,734.40
92	Hourly	53.80	55.15	56.51	57.93	59.37	60.86	62.38	63.93	65.54	67.18	68.86
	Appx. Bi-wkly	4,304.00	4,412.00	4,520.80	4,634.40	4,749.60	4,868.80	4,990.40	5,114.40	5,243.20	5,374.40	5,508.80
	Appx. Monthly	9,325.33	9,559.33	9,795.07	10,041.20	10,290.80	10,549.07	10,812.53	11,081.20	11,360.27	11,644.53	11,935.73
	Appx. Annual	111,904.00	114,712.00	117,540.80	120,494.40	123,489.60	126,588.80	129,750.40	132,974.40	136,323.20	139,734.40	143,228.80
93	Hourly	55.15	56.51	57.93	59.37	60.86	62.38	63.93	65.54	67.18	68.86	70.58
	Appx. Bi-wkly	4,412.00	4,520.80	4,634.40	4,749.60	4,868.80	4,990.40	5,114.40	5,243.20	5,374.40	5,508.80	5,646.40
	Appx. Monthly	9,559.33	9,795.07	10,041.20	10,290.80	10,549.07	10,812.53	11,081.20	11,360.27	11,644.53	11,935.73	12,233.87
	Appx. Annual	114,712.00	117,540.80	120,494.40	123,489.60	126,588.80	129,750.40	132,974.40	136,323.20	139,734.40	143,228.80	146,806.40
94	Hourly	56.51	57.93	59.37	60.86	62.38	63.93	65.54	67.18	68.86	70.58	72.34
	Appx. Bi-wkly	4,520.80	4,634.40	4,749.60	4,868.80	4,990.40	5,114.40	5,243.20	5,374.40	5,508.80	5,646.40	5,787.20
	Appx. Monthly	9,795.07	10,041.20	10,290.80	10,549.07	10,812.53	11,081.20	11,360.27	11,644.53	11,935.73	12,233.87	12,538.93
	Appx. Annual	117,540.80	120,494.40	123,489.60	126,588.80	129,750.40	132,974.40	136,323.20	139,734.40	143,228.80	146,806.40	150,467.20
95	Hourly	57.93	59.37	60.86	62.38	63.93	65.54	67.18	68.86	70.58	72.34	74.15
	Appx. Bi-wkly	4,634.40	4,749.60	4,868.80	4,990.40	5,114.40	5,243.20	5,374.40	5,508.80	5,646.40	5,787.20	5,932.00
	Appx. Monthly	10,041.20	10,290.80	10,549.07	10,812.53	11,081.20	11,360.27	11,644.53	11,935.73	12,233.87	12,538.93	12,852.67
	Appx. Annual	120,494.40	123,489.60	126,588.80	129,750.40	132,974.40	136,323.20	139,734.40	143,228.80	146,806.40	150,467.20	154,232.00
96	Hourly	59.37	60.86	62.38	63.93	65.54	67.18	68.86	70.58	72.34	74.15	75.99
	Appx. Bi-wkly	4,749.60	4,868.80	4,990.40	5,114.40	5,243.20	5,374.40	5,508.80	5,646.40	5,787.20	5,932.00	6,079.20
	Appx. Monthly	10,290.80	10,549.07	10,812.53	11,081.20	11,360.27	11,644.53	11,935.73	12,233.87	12,538.93	12,852.67	13,171.60
	Appx. Annual	123,489.60	126,588.80	129,750.40	132,974.40	136,323.20	139,734.40	143,228.80	146,806.40	150,467.20	154,232.00	158,059.20
97	Hourly	60.86	62.38	63.93	65.54	67.18	68.86	70.58	72.34	74.15	75.99	77.90
	Appx. Bi-wkly	4,868.80	4,990.40	5,114.40	5,243.20	5,374.40	5,508.80	5,646.40	5,787.20	5,932.00	6,079.20	6,232.00
	Appx. Monthly	10,549.07	10,812.53	11,081.20	11,360.27	11,644.53	11,935.73	12,233.87	12,538.93	12,852.67	13,171.60	13,502.67
	Appx. Annual	126,588.80	129,750.40	132,974.40	136,323.20	139,734.40	143,228.80	146,806.40	150,467.20	154,232.00	158,059.20	162,032.00
98	Hourly	62.38	63.93	65.54	67.18	68.86	70.58	72.34	74.15	75.99	77.90	79.86
	Appx. Bi-wkly	4,990.40	5,114.40	5,243.20	5,374.40	5,508.80	5,646.40	5,787.20	5,932.00	6,079.20	6,232.00	6,388.80
	Appx. Monthly	10,812.53	11,081.20	11,360.27	11,644.53	11,935.73	12,233.87	12,538.93	12,852.67	13,171.60	13,502.67	13,842.40
	Appx. Annual	129,750.40	132,974.40	136,323.20	139,734.40	143,228.80	146,806.40	150,467.20	154,232.00	158,059.20	162,032.00	166,108.80
99	Hourly	63.93	65.54	67.18	68.86	70.58	72.34	74.15	75.99	77.90	79.86	81.84
	Appx. Bi-wkly	5,114.40	5,243.20	5,374.40	5,508.80	5,646.40	5,787.20	5,932.00	6,079.20	6,232.00	6,388.80	6,547.20
	Appx. Monthly	11,081.20	11,360.27	11,644.53	11,935.73	12,233.87	12,538.93	12,852.67	13,171.60	13,502.67	13,842.40	14,185.60
	Appx. Annual	132,974.40	136,323.20	139,734.40	143,228.80	146,806.40	150,467.20	154,232.00	158,059.20	162,032.00	166,108.80	170,227.20

Ranges Eff. 07-10-2004		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
7	Hourly	6.93	7.11	7.27	7.46	7.64	7.82	8.01	8.21	8.42	8.63	8.82
	Appx. Bi-wkly	554.40	568.80	581.60	596.80	611.20	625.60	640.80	656.80	673.60	690.40	705.60
	Appx. Monthly	1,201.20	1,232.40	1,260.13	1,293.07	1,324.27	1,355.47	1,388.40	1,423.07	1,459.47	1,495.87	1,528.80
	Appx. Annual	14,414.40	14,788.80	15,121.60	15,516.80	15,891.20	16,265.60	16,660.80	17,076.80	17,513.60	17,950.40	18,345.60
8	Hourly	7.11	7.27	7.46	7.64	7.82	8.01	8.21	8.42	8.63	8.82	9.05
	Appx. Bi-wkly	568.80	581.60	596.80	611.20	625.60	640.80	656.80	673.60	690.40	705.60	724.00
	Appx. Monthly	1,232.40	1,260.13	1,293.07	1,324.27	1,355.47	1,388.40	1,423.07	1,459.47	1,495.87	1,528.80	1,568.67
	Appx. Annual	14,788.80	15,121.60	15,516.80	15,891.20	16,265.60	16,660.80	17,076.80	17,513.60	17,950.40	18,345.60	18,824.00
9	Hourly	7.27	7.46	7.64	7.82	8.01	8.21	8.42	8.63	8.82	9.05	9.27
	Appx. Bi-wkly	581.60	596.80	611.20	625.60	640.80	656.80	673.60	690.40	705.60	724.00	741.60
	Appx. Monthly	1,260.13	1,293.07	1,324.27	1,355.47	1,388.40	1,423.07	1,459.47	1,495.87	1,528.80	1,568.67	1,606.80
	Appx. Annual	15,121.60	15,516.80	15,891.20	16,265.60	16,660.80	17,076.80	17,513.60	17,950.40	18,345.60	18,824.00	19,281.60
10	Hourly	7.46	7.64	7.82	8.01	8.21	8.42	8.63	8.82	9.05	9.27	9.50
	Appx. Bi-wkly	596.80	611.20	625.60	640.80	656.80	673.60	690.40	705.60	724.00	741.60	760.00
	Appx. Monthly	1,293.07	1,324.27	1,355.47	1,388.40	1,423.07	1,459.47	1,495.87	1,528.80	1,568.67	1,606.80	1,646.67
	Appx. Annual	15,516.80	15,891.20	16,265.60	16,660.80	17,076.80	17,513.60	17,950.40	18,345.60	18,824.00	19,281.60	19,760.00
11	Hourly	7.64	7.82	8.01	8.21	8.42	8.63	8.82	9.05	9.27	9.50	9.74
	Appx. Bi-wkly	611.20	625.60	640.80	656.80	673.60	690.40	705.60	724.00	741.60	760.00	779.20
	Appx. Monthly	1,324.27	1,355.47	1,388.40	1,423.07	1,459.47	1,495.87	1,528.80	1,568.67	1,606.80	1,646.67	1,688.27
	Appx. Annual	15,891.20	16,265.60	16,660.80	17,076.80	17,513.60	17,950.40	18,345.60	18,824.00	19,281.60	19,760.00	20,259.20
12	Hourly	7.82	8.01	8.21	8.42	8.63	8.82	9.05	9.27	9.50	9.74	9.97
	Appx. Bi-wkly	625.60	640.80	656.80	673.60	690.40	705.60	724.00	741.60	760.00	779.20	797.60
	Appx. Monthly	1,355.47	1,388.40	1,423.07	1,459.47	1,495.87	1,528.80	1,568.67	1,606.80	1,646.67	1,688.27	1,728.13
	Appx. Annual	16,265.60	16,660.80	17,076.80	17,513.60	17,950.40	18,345.60	18,824.00	19,281.60	19,760.00	20,259.20	20,737.60
13	Hourly	8.01	8.21	8.42	8.63	8.82	9.05	9.27	9.50	9.74	9.97	10.23
	Appx. Bi-wkly	640.80	656.80	673.60	690.40	705.60	724.00	741.60	760.00	779.20	797.60	818.40
	Appx. Monthly	1,388.40	1,423.07	1,459.47	1,495.87	1,528.80	1,568.67	1,606.80	1,646.67	1,688.27	1,728.13	1,773.20
	Appx. Annual	16,660.80	17,076.80	17,513.60	17,950.40	18,345.60	18,824.00	19,281.60	19,760.00	20,259.20	20,737.60	21,278.40
14	Hourly	8.21	8.42	8.63	8.82	9.05	9.27	9.50	9.74	9.97	10.23	10.48
	Appx. Bi-wkly	656.80	673.60	690.40	705.60	724.00	741.60	760.00	779.20	797.60	818.40	838.40
	Appx. Monthly	1,423.07	1,459.47	1,495.87	1,528.80	1,568.67	1,606.80	1,646.67	1,688.27	1,728.13	1,773.20	1,816.53
	Appx. Annual	17,076.80	17,513.60	17,950.40	18,345.60	18,824.00	19,281.60	19,760.00	20,259.20	20,737.60	21,278.40	21,798.40
15	Hourly	8.42	8.63	8.82	9.05	9.27	9.50	9.74	9.97	10.23	10.48	10.73
	Appx. Bi-wkly	673.60	690.40	705.60	724.00	741.60	760.00	779.20	797.60	818.40	838.40	858.40
	Appx. Monthly	1,459.47	1,495.87	1,528.80	1,568.67	1,606.80	1,646.67	1,688.27	1,728.13	1,773.20	1,816.53	1,859.87
	Appx. Annual	17,513.60	17,950.40	18,345.60	18,824.00	19,281.60	19,760.00	20,259.20	20,737.60	21,278.40	21,798.40	22,318.40
16	Hourly	8.63	8.82	9.05	9.27	9.50	9.74	9.97	10.23	10.48	10.73	10.99
	Appx. Bi-wkly	690.40	705.60	724.00	741.60	760.00	779.20	797.60	818.40	838.40	858.40	879.20
	Appx. Monthly	1,495.87	1,528.80	1,568.67	1,606.80	1,646.67	1,688.27	1,728.13	1,773.20	1,816.53	1,859.87	1,904.93
	Appx. Annual	17,950.40	18,345.60	18,824.00	19,281.60	19,760.00	20,259.20	20,737.60	21,278.40	21,798.40	22,318.40	22,859.20
17	Hourly	8.82	9.05	9.27	9.50	9.74	9.97	10.23	10.48	10.73	10.99	11.28
	Appx. Bi-wkly	705.60	724.00	741.60	760.00	779.20	797.60	818.40	838.40	858.40	879.20	902.40
	Appx. Monthly	1,528.80	1,568.67	1,606.80	1,646.67	1,688.27	1,728.13	1,773.20	1,816.53	1,859.87	1,904.93	1,955.20
	Appx. Annual	18,345.60	18,824.00	19,281.60	19,760.00	20,259.20	20,737.60	21,278.40	21,798.40	22,318.40	22,859.20	23,462.40
18	Hourly	9.05	9.27	9.50	9.74	9.97	10.23	10.48	10.73	10.99	11.28	11.55
	Appx. Bi-wkly	724.00	741.60	760.00	779.20	797.60	818.40	838.40	858.40	879.20	902.40	924.00
	Appx. Monthly	1,568.67	1,606.80	1,646.67	1,688.27	1,728.13	1,773.20	1,816.53	1,859.87	1,904.93	1,955.20	2,002.00
	Appx. Annual	18,824.00	19,281.60	19,760.00	20,259.20	20,737.60	21,278.40	21,798.40	22,318.40	22,859.20	23,462.40	24,024.00
19	Hourly	9.27	9.50	9.74	9.97	10.23	10.48	10.73	10.99	11.28	11.55	11.82
	Appx. Bi-wkly	741.60	760.00	779.20	797.60	818.40	838.40	858.40	879.20	902.40	924.00	945.60
	Appx. Monthly	1,606.80	1,646.67	1,688.27	1,728.13	1,773.20	1,816.53	1,859.87	1,904.93	1,955.20	2,002.00	2,048.80
	Appx. Annual	19,281.60	19,760.00	20,259.20	20,737.60	21,278.40	21,798.40	22,318.40	22,859.20	23,462.40	24,024.00	24,585.60
20	Hourly	9.50	9.74	9.97	10.23	10.48	10.73	10.99	11.28	11.55	11.82	12.12
	Appx. Bi-wkly	760.00	779.20	797.60	818.40	838.40	858.40	879.20	902.40	924.00	945.60	969.60
	Appx. Monthly	1,646.67	1,688.27	1,728.13	1,773.20	1,816.53	1,859.87	1,904.93	1,955.20	2,002.00	2,048.80	2,100.80
	Appx. Annual	19,760.00	20,259.20	20,737.60	21,278.40	21,798.40	22,318.40	22,859.20	23,462.40	24,024.00	24,585.60	25,209.60
21	Hourly	9.74	9.97	10.23	10.48	10.73	10.99	11.28	11.55	11.82	12.12	12.44
	Appx. Bi-wkly	779.20	797.60	818.40	838.40	858.40	879.20	902.40	924.00	945.60	969.60	995.20
	Appx. Monthly	1,688.27	1,728.13	1,773.20	1,816.53	1,859.87	1,904.93	1,955.20	2,002.00	2,048.80	2,100.80	2,156.27
	Appx. Annual	20,259.20	20,737.60	21,278.40	21,798.40	22,318.40	22,859.20	23,462.40	24,024.00	24,585.60	25,209.60	25,875.20

Ranges Eff. 07-10-2004	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
22 Hourly	9.97	10.23	10.48	10.73	10.99	11.28	11.55	11.82	12.12	12.44	12.74
Appx. Bi-wkly	797.60	818.40	838.40	858.40	879.20	902.40	924.00	945.60	969.60	995.20	1,019.20
Appx. Monthly	1,728.13	1,773.20	1,816.53	1,859.87	1,904.93	1,955.20	2,002.00	2,048.80	2,100.80	2,156.27	2,208.27
Appx. Annual	20,737.60	21,278.40	21,798.40	22,318.40	22,859.20	23,462.40	24,024.00	24,585.60	25,209.60	25,875.20	26,499.20
23 Hourly	10.23	10.48	10.73	10.99	11.28	11.55	11.82	12.12	12.44	12.74	13.05
Appx. Bi-wkly	818.40	838.40	858.40	879.20	902.40	924.00	945.60	969.60	995.20	1,019.20	1,044.00
Appx. Monthly	1,773.20	1,816.53	1,859.87	1,904.93	1,955.20	2,002.00	2,048.80	2,100.80	2,156.27	2,208.27	2,262.00
Appx. Annual	21,278.40	21,798.40	22,318.40	22,859.20	23,462.40	24,024.00	24,585.60	25,209.60	25,875.20	26,499.20	27,144.00
24 Hourly	10.48	10.73	10.99	11.28	11.55	11.82	12.12	12.44	12.74	13.05	13.35
Appx. Bi-wkly	838.40	858.40	879.20	902.40	924.00	945.60	969.60	995.20	1,019.20	1,044.00	1,068.00
Appx. Monthly	1,816.53	1,859.87	1,904.93	1,955.20	2,002.00	2,048.80	2,100.80	2,156.27	2,208.27	2,262.00	2,314.00
Appx. Annual	21,798.40	22,318.40	22,859.20	23,462.40	24,024.00	24,585.60	25,209.60	25,875.20	26,499.20	27,144.00	27,768.00
25 Hourly	10.73	10.99	11.28	11.55	11.82	12.12	12.44	12.74	13.05	13.35	13.71
Appx. Bi-wkly	858.40	879.20	902.40	924.00	945.60	969.60	995.20	1,019.20	1,044.00	1,068.00	1,096.80
Appx. Monthly	1,859.87	1,904.93	1,955.20	2,002.00	2,048.80	2,100.80	2,156.27	2,208.27	2,262.00	2,314.00	2,376.40
Appx. Annual	22,318.40	22,859.20	23,462.40	24,024.00	24,585.60	25,209.60	25,875.20	26,499.20	27,144.00	27,768.00	28,516.80
26 Hourly	10.99	11.28	11.55	11.82	12.12	12.44	12.74	13.05	13.35	13.71	14.06
Appx. Bi-wkly	879.20	902.40	924.00	945.60	969.60	995.20	1,019.20	1,044.00	1,068.00	1,096.80	1,124.80
Appx. Monthly	1,904.93	1,955.20	2,002.00	2,048.80	2,100.80	2,156.27	2,208.27	2,262.00	2,314.00	2,376.40	2,437.07
Appx. Annual	22,859.20	23,462.40	24,024.00	24,585.60	25,209.60	25,875.20	26,499.20	27,144.00	27,768.00	28,516.80	29,244.80
27 Hourly	11.28	11.55	11.82	12.12	12.44	12.74	13.05	13.35	13.71	14.06	14.40
Appx. Bi-wkly	902.40	924.00	945.60	969.60	995.20	1,019.20	1,044.00	1,068.00	1,096.80	1,124.80	1,152.00
Appx. Monthly	1,955.20	2,002.00	2,048.80	2,100.80	2,156.27	2,208.27	2,262.00	2,314.00	2,376.40	2,437.07	2,496.00
Appx. Annual	23,462.40	24,024.00	24,585.60	25,209.60	25,875.20	26,499.20	27,144.00	27,768.00	28,516.80	29,244.80	29,952.00
28 Hourly	11.55	11.82	12.12	12.44	12.74	13.05	13.35	13.71	14.06	14.40	14.75
Appx. Bi-wkly	924.00	945.60	969.60	995.20	1,019.20	1,044.00	1,068.00	1,096.80	1,124.80	1,152.00	1,180.00
Appx. Monthly	2,002.00	2,048.80	2,100.80	2,156.27	2,208.27	2,262.00	2,314.00	2,376.40	2,437.07	2,496.00	2,556.67
Appx. Annual	24,024.00	24,585.60	25,209.60	25,875.20	26,499.20	27,144.00	27,768.00	28,516.80	29,244.80	29,952.00	30,680.00
29 Hourly	11.82	12.12	12.44	12.74	13.05	13.35	13.71	14.06	14.40	14.75	15.11
Appx. Bi-wkly	945.60	969.60	995.20	1,019.20	1,044.00	1,068.00	1,096.80	1,124.80	1,152.00	1,180.00	1,208.80
Appx. Monthly	2,048.80	2,100.80	2,156.27	2,208.27	2,262.00	2,314.00	2,376.40	2,437.07	2,496.00	2,556.67	2,619.07
Appx. Annual	24,585.60	25,209.60	25,875.20	26,499.20	27,144.00	27,768.00	28,516.80	29,244.80	29,952.00	30,680.00	31,428.80
30 Hourly	12.12	12.44	12.74	13.05	13.35	13.71	14.06	14.40	14.75	15.11	15.47
Appx. Bi-wkly	969.60	995.20	1,019.20	1,044.00	1,068.00	1,096.80	1,124.80	1,152.00	1,180.00	1,208.80	1,237.60
Appx. Monthly	2,100.80	2,156.27	2,208.27	2,262.00	2,314.00	2,376.40	2,437.07	2,496.00	2,556.67	2,619.07	2,681.47
Appx. Annual	25,209.60	25,875.20	26,499.20	27,144.00	27,768.00	28,516.80	29,244.80	29,952.00	30,680.00	31,428.80	32,177.60
31 Hourly	12.44	12.74	13.05	13.35	13.71	14.06	14.40	14.75	15.11	15.47	15.86
Appx. Bi-wkly	995.20	1,019.20	1,044.00	1,068.00	1,096.80	1,124.80	1,152.00	1,180.00	1,208.80	1,237.60	1,268.80
Appx. Monthly	2,156.27	2,208.27	2,262.00	2,314.00	2,376.40	2,437.07	2,496.00	2,556.67	2,619.07	2,681.47	2,749.07
Appx. Annual	25,875.20	26,499.20	27,144.00	27,768.00	28,516.80	29,244.80	29,952.00	30,680.00	31,428.80	32,177.60	32,988.80
32 Hourly	12.74	13.05	13.35	13.71	14.06	14.40	14.75	15.11	15.47	15.86	16.25
Appx. Bi-wkly	1,019.20	1,044.00	1,068.00	1,096.80	1,124.80	1,152.00	1,180.00	1,208.80	1,237.60	1,268.80	1,300.00
Appx. Monthly	2,208.27	2,262.00	2,314.00	2,376.40	2,437.07	2,496.00	2,556.67	2,619.07	2,681.47	2,749.07	2,816.67
Appx. Annual	26,499.20	27,144.00	27,768.00	28,516.80	29,244.80	29,952.00	30,680.00	31,428.80	32,177.60	32,988.80	33,800.00
33 Hourly	13.05	13.35	13.71	14.06	14.40	14.75	15.11	15.47	15.86	16.25	16.66
Appx. Bi-wkly	1,044.00	1,068.00	1,096.80	1,124.80	1,152.00	1,180.00	1,208.80	1,237.60	1,268.80	1,300.00	1,332.80
Appx. Monthly	2,262.00	2,314.00	2,376.40	2,437.07	2,496.00	2,556.67	2,619.07	2,681.47	2,749.07	2,816.67	2,887.73
Appx. Annual	27,144.00	27,768.00	28,516.80	29,244.80	29,952.00	30,680.00	31,428.80	32,177.60	32,988.80	33,800.00	34,652.80
34 Hourly	13.35	13.71	14.06	14.40	14.75	15.11	15.47	15.86	16.25	16.66	17.07
Appx. Bi-wkly	1,068.00	1,096.80	1,124.80	1,152.00	1,180.00	1,208.80	1,237.60	1,268.80	1,300.00	1,332.80	1,365.60
Appx. Monthly	2,314.00	2,376.40	2,437.07	2,496.00	2,556.67	2,619.07	2,681.47	2,749.07	2,816.67	2,887.73	2,958.80
Appx. Annual	27,768.00	28,516.80	29,244.80	29,952.00	30,680.00	31,428.80	32,177.60	32,988.80	33,800.00	34,652.80	35,505.60
35 Hourly	13.71	14.06	14.40	14.75	15.11	15.47	15.86	16.25	16.66	17.07	17.48
Appx. Bi-wkly	1,096.80	1,124.80	1,152.00	1,180.00	1,208.80	1,237.60	1,268.80	1,300.00	1,332.80	1,365.60	1,398.40
Appx. Monthly	2,376.40	2,437.07	2,496.00	2,556.67	2,619.07	2,681.47	2,749.07	2,816.67	2,887.73	2,958.80	3,029.87
Appx. Annual	28,516.80	29,244.80	29,952.00	30,680.00	31,428.80	32,177.60	32,988.80	33,800.00	34,652.80	35,505.60	36,358.40
36 Hourly	14.06	14.40	14.75	15.11	15.47	15.86	16.25	16.66	17.07	17.48	17.93
Appx. Bi-wkly	1,124.80	1,152.00	1,180.00	1,208.80	1,237.60	1,268.80	1,300.00	1,332.80	1,365.60	1,398.40	1,434.40
Appx. Monthly	2,437.07	2,496.00	2,556.67	2,619.07	2,681.47	2,749.07	2,816.67	2,887.73	2,958.80	3,029.87	3,107.87
Appx. Annual	29,244.80	29,952.00	30,680.00	31,428.80	32,177.60	32,988.80	33,800.00	34,652.80	35,505.60	36,358.40	37,294.40
37 Hourly	14.40	14.75	15.11	15.47	15.86	16.25	16.66	17.07	17.48	17.93	18.38
Appx. Bi-wkly	1,152.00	1,180.00	1,208.80	1,237.60	1,268.80	1,300.00	1,332.80	1,365.60	1,398.40	1,434.40	1,470.40
Appx. Monthly	2,496.00	2,556.67	2,619.07	2,681.47	2,749.07	2,816.67	2,887.73	2,958.80	3,029.87	3,107.87	3,185.87

Ranges Eff. 07-10-2004	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
Appx. Annual	29,952.00	30,680.00	31,428.80	32,177.60	32,988.80	33,800.00	34,652.80	35,505.60	36,358.40	37,294.40	38,230.40

Ranges Eff. 07-10-2004		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
38	Hourly	14.75	15.11	15.47	15.86	16.25	16.66	17.07	17.48	17.93	18.38	18.82
	Appx. Bi-wkly	1,180.00	1,208.80	1,237.60	1,268.80	1,300.00	1,332.80	1,365.60	1,398.40	1,434.40	1,470.40	1,505.60
	Appx. Monthly	2,556.67	2,619.07	2,681.47	2,749.07	2,816.67	2,887.73	2,958.80	3,029.87	3,107.87	3,185.87	3,262.13
	Appx. Annual	30,680.00	31,428.80	32,177.60	32,988.80	33,800.00	34,652.80	35,505.60	36,358.40	37,294.40	38,230.40	39,145.60
39	Hourly	15.11	15.47	15.86	16.25	16.66	17.07	17.48	17.93	18.38	18.82	19.29
	Appx. Bi-wkly	1,208.80	1,237.60	1,268.80	1,300.00	1,332.80	1,365.60	1,398.40	1,434.40	1,470.40	1,505.60	1,543.20
	Appx. Monthly	2,619.07	2,681.47	2,749.07	2,816.67	2,887.73	2,958.80	3,029.87	3,107.87	3,185.87	3,262.13	3,343.60
	Appx. Annual	31,428.80	32,177.60	32,988.80	33,800.00	34,652.80	35,505.60	36,358.40	37,294.40	38,230.40	39,145.60	40,123.20
40	Hourly	15.47	15.86	16.25	16.66	17.07	17.48	17.93	18.38	18.82	19.29	19.76
	Appx. Bi-wkly	1,237.60	1,268.80	1,300.00	1,332.80	1,365.60	1,398.40	1,434.40	1,470.40	1,505.60	1,543.20	1,580.80
	Appx. Monthly	2,681.47	2,749.07	2,816.67	2,887.73	2,958.80	3,029.87	3,107.87	3,185.87	3,262.13	3,343.60	3,425.07
	Appx. Annual	32,177.60	32,988.80	33,800.00	34,652.80	35,505.60	36,358.40	37,294.40	38,230.40	39,145.60	40,123.20	41,100.80
41	Hourly	15.86	16.25	16.66	17.07	17.48	17.93	18.38	18.82	19.29	19.76	20.25
	Appx. Bi-wkly	1,268.80	1,300.00	1,332.80	1,365.60	1,398.40	1,434.40	1,470.40	1,505.60	1,543.20	1,580.80	1,620.00
	Appx. Monthly	2,749.07	2,816.67	2,887.73	2,958.80	3,029.87	3,107.87	3,185.87	3,262.13	3,343.60	3,425.07	3,510.00
	Appx. Annual	32,988.80	33,800.00	34,652.80	35,505.60	36,358.40	37,294.40	38,230.40	39,145.60	40,123.20	41,100.80	42,120.00
42	Hourly	16.25	16.66	17.07	17.48	17.93	18.38	18.82	19.29	19.76	20.25	20.75
	Appx. Bi-wkly	1,300.00	1,332.80	1,365.60	1,398.40	1,434.40	1,470.40	1,505.60	1,543.20	1,580.80	1,620.00	1,660.00
	Appx. Monthly	2,816.67	2,887.73	2,958.80	3,029.87	3,107.87	3,185.87	3,262.13	3,343.60	3,425.07	3,510.00	3,596.67
	Appx. Annual	33,800.00	34,652.80	35,505.60	36,358.40	37,294.40	38,230.40	39,145.60	40,123.20	41,100.80	42,120.00	43,160.00
43	Hourly	16.66	17.07	17.48	17.93	18.38	18.82	19.29	19.76	20.25	20.75	21.27
	Appx. Bi-wkly	1,332.80	1,365.60	1,398.40	1,434.40	1,470.40	1,505.60	1,543.20	1,580.80	1,620.00	1,660.00	1,701.60
	Appx. Monthly	2,887.73	2,958.80	3,029.87	3,107.87	3,185.87	3,262.13	3,343.60	3,425.07	3,510.00	3,596.67	3,686.80
	Appx. Annual	34,652.80	35,505.60	36,358.40	37,294.40	38,230.40	39,145.60	40,123.20	41,100.80	42,120.00	43,160.00	44,241.60
44	Hourly	17.07	17.48	17.93	18.38	18.82	19.29	19.76	20.25	20.75	21.27	21.79
	Appx. Bi-wkly	1,365.60	1,398.40	1,434.40	1,470.40	1,505.60	1,543.20	1,580.80	1,620.00	1,660.00	1,701.60	1,743.20
	Appx. Monthly	2,958.80	3,029.87	3,107.87	3,185.87	3,262.13	3,343.60	3,425.07	3,510.00	3,596.67	3,686.80	3,776.93
	Appx. Annual	35,505.60	36,358.40	37,294.40	38,230.40	39,145.60	40,123.20	41,100.80	42,120.00	43,160.00	44,241.60	45,323.20
45	Hourly	17.48	17.93	18.38	18.82	19.29	19.76	20.25	20.75	21.27	21.79	22.33
	Appx. Bi-wkly	1,398.40	1,434.40	1,470.40	1,505.60	1,543.20	1,580.80	1,620.00	1,660.00	1,701.60	1,743.20	1,786.40
	Appx. Monthly	3,029.87	3,107.87	3,185.87	3,262.13	3,343.60	3,425.07	3,510.00	3,596.67	3,686.80	3,776.93	3,870.53
	Appx. Annual	36,358.40	37,294.40	38,230.40	39,145.60	40,123.20	41,100.80	42,120.00	43,160.00	44,241.60	45,323.20	46,446.40
46	Hourly	17.93	18.38	18.82	19.29	19.76	20.25	20.75	21.27	21.79	22.33	22.88
	Appx. Bi-wkly	1,434.40	1,470.40	1,505.60	1,543.20	1,580.80	1,620.00	1,660.00	1,701.60	1,743.20	1,786.40	1,830.40
	Appx. Monthly	3,107.87	3,185.87	3,262.13	3,343.60	3,425.07	3,510.00	3,596.67	3,686.80	3,776.93	3,870.53	3,965.87
	Appx. Annual	37,294.40	38,230.40	39,145.60	40,123.20	41,100.80	42,120.00	43,160.00	44,241.60	45,323.20	46,446.40	47,590.40
47	Hourly	18.38	18.82	19.29	19.76	20.25	20.75	21.27	21.79	22.33	22.88	23.44
	Appx. Bi-wkly	1,470.40	1,505.60	1,543.20	1,580.80	1,620.00	1,660.00	1,701.60	1,743.20	1,786.40	1,830.40	1,875.20
	Appx. Monthly	3,185.87	3,262.13	3,343.60	3,425.07	3,510.00	3,596.67	3,686.80	3,776.93	3,870.53	3,965.87	4,062.93
	Appx. Annual	38,230.40	39,145.60	40,123.20	41,100.80	42,120.00	43,160.00	44,241.60	45,323.20	46,446.40	47,590.40	48,755.20
48	Hourly	18.82	19.29	19.76	20.25	20.75	21.27	21.79	22.33	22.88	23.44	24.04
	Appx. Bi-wkly	1,505.60	1,543.20	1,580.80	1,620.00	1,660.00	1,701.60	1,743.20	1,786.40	1,830.40	1,875.20	1,923.20
	Appx. Monthly	3,262.13	3,343.60	3,425.07	3,510.00	3,596.67	3,686.80	3,776.93	3,870.53	3,965.87	4,062.93	4,166.93
	Appx. Annual	39,145.60	40,123.20	41,100.80	42,120.00	43,160.00	44,241.60	45,323.20	46,446.40	47,590.40	48,755.20	50,003.20
49	Hourly	19.29	19.76	20.25	20.75	21.27	21.79	22.33	22.88	23.44	24.04	24.61
	Appx. Bi-wkly	1,543.20	1,580.80	1,620.00	1,660.00	1,701.60	1,743.20	1,786.40	1,830.40	1,875.20	1,923.20	1,968.80
	Appx. Monthly	3,343.60	3,425.07	3,510.00	3,596.67	3,686.80	3,776.93	3,870.53	3,965.87	4,062.93	4,166.93	4,265.73
	Appx. Annual	40,123.20	41,100.80	42,120.00	43,160.00	44,241.60	45,323.20	46,446.40	47,590.40	48,755.20	50,003.20	51,188.80
50	Hourly	19.76	20.25	20.75	21.27	21.79	22.33	22.88	23.44	24.04	24.61	25.21
	Appx. Bi-wkly	1,580.80	1,620.00	1,660.00	1,701.60	1,743.20	1,786.40	1,830.40	1,875.20	1,923.20	1,968.80	2,016.80
	Appx. Monthly	3,425.07	3,510.00	3,596.67	3,686.80	3,776.93	3,870.53	3,965.87	4,062.93	4,166.93	4,265.73	4,369.73
	Appx. Annual	41,100.80	42,120.00	43,160.00	44,241.60	45,323.20	46,446.40	47,590.40	48,755.20	50,003.20	51,188.80	52,436.80
51	Hourly	20.25	20.75	21.27	21.79	22.33	22.88	23.44	24.04	24.61	25.21	25.83
	Appx. Bi-wkly	1,620.00	1,660.00	1,701.60	1,743.20	1,786.40	1,830.40	1,875.20	1,923.20	1,968.80	2,016.80	2,066.40
	Appx. Monthly	3,510.00	3,596.67	3,686.80	3,776.93	3,870.53	3,965.87	4,062.93	4,166.93	4,265.73	4,369.73	4,477.20
	Appx. Annual	42,120.00	43,160.00	44,241.60	45,323.20	46,446.40	47,590.40	48,755.20	50,003.20	51,188.80	52,436.80	53,726.40
52	Hourly	20.75	21.27	21.79	22.33	22.88	23.44	24.04	24.61	25.21	25.83	26.48
	Appx. Bi-wkly	1,660.00	1,701.60	1,743.20	1,786.40	1,830.40	1,875.20	1,923.20	1,968.80	2,016.80	2,066.40	2,118.40
	Appx. Monthly	3,596.67	3,686.80	3,776.93	3,870.53	3,965.87	4,062.93	4,166.93	4,265.73	4,369.73	4,477.20	4,589.87
	Appx. Annual	43,160.00	44,241.60	45,323.20	46,446.40	47,590.40	48,755.20	50,003.20	51,188.80	52,436.80	53,726.40	55,078.40
53	Hourly	21.27	21.79	22.33	22.88	23.44	24.04	24.61	25.21	25.83	26.48	27.14
	Appx. Bi-wkly	1,701.60	1,743.20	1,786.40	1,830.40	1,875.20	1,923.20	1,968.80	2,016.80	2,066.40	2,118.40	2,171.20
	Appx. Monthly	3,686.80	3,776.93	3,870.53	3,965.87	4,062.93	4,166.93	4,265.73	4,369.73	4,477.20	4,589.87	4,704.27

Ranges Eff. 07-10-2004	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
Appx. Annual	44,241.60	45,323.20	46,446.40	47,590.40	48,755.20	50,003.20	51,188.80	52,436.80	53,726.40	55,078.40	56,451.20

Ranges Eff. 07-10-2004		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
54	Hourly	21.79	22.33	22.88	23.44	24.04	24.61	25.21	25.83	26.48	27.14	27.81
	Appx. Bi-wkly	1,743.20	1,786.40	1,830.40	1,875.20	1,923.20	1,968.80	2,016.80	2,066.40	2,118.40	2,171.20	2,224.80
	Appx. Monthly	3,776.93	3,870.53	3,965.87	4,062.93	4,166.93	4,265.73	4,369.73	4,477.20	4,589.87	4,704.27	4,820.40
	Appx. Annual	45,323.20	46,446.40	47,590.40	48,755.20	50,003.20	51,188.80	52,436.80	53,726.40	55,078.40	56,451.20	57,844.80
55	Hourly	22.33	22.88	23.44	24.04	24.61	25.21	25.83	26.48	27.14	27.81	28.50
	Appx. Bi-wkly	1,786.40	1,830.40	1,875.20	1,923.20	1,968.80	2,016.80	2,066.40	2,118.40	2,171.20	2,224.80	2,280.00
	Appx. Monthly	3,870.53	3,965.87	4,062.93	4,166.93	4,265.73	4,369.73	4,477.20	4,589.87	4,704.27	4,820.40	4,940.00
	Appx. Annual	46,446.40	47,590.40	48,755.20	50,003.20	51,188.80	52,436.80	53,726.40	55,078.40	56,451.20	57,844.80	59,280.00
56	Hourly	22.88	23.44	24.04	24.61	25.21	25.83	26.48	27.14	27.81	28.50	29.20
	Appx. Bi-wkly	1,830.40	1,875.20	1,923.20	1,968.80	2,016.80	2,066.40	2,118.40	2,171.20	2,224.80	2,280.00	2,336.00
	Appx. Monthly	3,965.87	4,062.93	4,166.93	4,265.73	4,369.73	4,477.20	4,589.87	4,704.27	4,820.40	4,940.00	5,061.33
	Appx. Annual	47,590.40	48,755.20	50,003.20	51,188.80	52,436.80	53,726.40	55,078.40	56,451.20	57,844.80	59,280.00	60,736.00
57	Hourly	23.44	24.04	24.61	25.21	25.83	26.48	27.14	27.81	28.50	29.20	29.93
	Appx. Bi-wkly	1,875.20	1,923.20	1,968.80	2,016.80	2,066.40	2,118.40	2,171.20	2,224.80	2,280.00	2,336.00	2,394.40
	Appx. Monthly	4,062.93	4,166.93	4,265.73	4,369.73	4,477.20	4,589.87	4,704.27	4,820.40	4,940.00	5,061.33	5,187.87
	Appx. Annual	48,755.20	50,003.20	51,188.80	52,436.80	53,726.40	55,078.40	56,451.20	57,844.80	59,280.00	60,736.00	62,254.40
58	Hourly	24.04	24.61	25.21	25.83	26.48	27.14	27.81	28.50	29.20	29.93	30.68
	Appx. Bi-wkly	1,923.20	1,968.80	2,016.80	2,066.40	2,118.40	2,171.20	2,224.80	2,280.00	2,336.00	2,394.40	2,454.40
	Appx. Monthly	4,166.93	4,265.73	4,369.73	4,477.20	4,589.87	4,704.27	4,820.40	4,940.00	5,061.33	5,187.87	5,317.87
	Appx. Annual	50,003.20	51,188.80	52,436.80	53,726.40	55,078.40	56,451.20	57,844.80	59,280.00	60,736.00	62,254.40	63,814.40
59	Hourly	24.61	25.21	25.83	26.48	27.14	27.81	28.50	29.20	29.93	30.68	31.44
	Appx. Bi-wkly	1,968.80	2,016.80	2,066.40	2,118.40	2,171.20	2,224.80	2,280.00	2,336.00	2,394.40	2,454.40	2,515.20
	Appx. Monthly	4,265.73	4,369.73	4,477.20	4,589.87	4,704.27	4,820.40	4,940.00	5,061.33	5,187.87	5,317.87	5,449.60
	Appx. Annual	51,188.80	52,436.80	53,726.40	55,078.40	56,451.20	57,844.80	59,280.00	60,736.00	62,254.40	63,814.40	65,395.20
60	Hourly	25.21	25.83	26.48	27.14	27.81	28.50	29.20	29.93	30.68	31.44	32.23
	Appx. Bi-wkly	2,016.80	2,066.40	2,118.40	2,171.20	2,224.80	2,280.00	2,336.00	2,394.40	2,454.40	2,515.20	2,578.40
	Appx. Monthly	4,369.73	4,477.20	4,589.87	4,704.27	4,820.40	4,940.00	5,061.33	5,187.87	5,317.87	5,449.60	5,586.53
	Appx. Annual	52,436.80	53,726.40	55,078.40	56,451.20	57,844.80	59,280.00	60,736.00	62,254.40	63,814.40	65,395.20	67,038.40
61	Hourly	25.83	26.48	27.14	27.81	28.50	29.20	29.93	30.68	31.44	32.23	33.01
	Appx. Bi-wkly	2,066.40	2,118.40	2,171.20	2,224.80	2,280.00	2,336.00	2,394.40	2,454.40	2,515.20	2,578.40	2,640.80
	Appx. Monthly	4,477.20	4,589.87	4,704.27	4,820.40	4,940.00	5,061.33	5,187.87	5,317.87	5,449.60	5,586.53	5,721.73
	Appx. Annual	53,726.40	55,078.40	56,451.20	57,844.80	59,280.00	60,736.00	62,254.40	63,814.40	65,395.20	67,038.40	68,660.80
62	Hourly	26.48	27.14	27.81	28.50	29.20	29.93	30.68	31.44	32.23	33.01	33.85
	Appx. Bi-wkly	2,118.40	2,171.20	2,224.80	2,280.00	2,336.00	2,394.40	2,454.40	2,515.20	2,578.40	2,640.80	2,708.00
	Appx. Monthly	4,589.87	4,704.27	4,820.40	4,940.00	5,061.33	5,187.87	5,317.87	5,449.60	5,586.53	5,721.73	5,867.33
	Appx. Annual	55,078.40	56,451.20	57,844.80	59,280.00	60,736.00	62,254.40	63,814.40	65,395.20	67,038.40	68,660.80	70,408.00
63	Hourly	27.14	27.81	28.50	29.20	29.93	30.68	31.44	32.23	33.01	33.85	34.67
	Appx. Bi-wkly	2,171.20	2,224.80	2,280.00	2,336.00	2,394.40	2,454.40	2,515.20	2,578.40	2,640.80	2,708.00	2,773.60
	Appx. Monthly	4,704.27	4,820.40	4,940.00	5,061.33	5,187.87	5,317.87	5,449.60	5,586.53	5,721.73	5,867.33	6,009.47
	Appx. Annual	56,451.20	57,844.80	59,280.00	60,736.00	62,254.40	63,814.40	65,395.20	67,038.40	68,660.80	70,408.00	72,113.60
64	Hourly	27.81	28.50	29.20	29.93	30.68	31.44	32.23	33.01	33.85	34.67	35.50
	Appx. Bi-wkly	2,224.80	2,280.00	2,336.00	2,394.40	2,454.40	2,515.20	2,578.40	2,640.80	2,708.00	2,773.60	2,840.00
	Appx. Monthly	4,820.40	4,940.00	5,061.33	5,187.87	5,317.87	5,449.60	5,586.53	5,721.73	5,867.33	6,009.47	6,153.33
	Appx. Annual	57,844.80	59,280.00	60,736.00	62,254.40	63,814.40	65,395.20	67,038.40	68,660.80	70,408.00	72,113.60	73,840.00
65	Hourly	28.50	29.20	29.93	30.68	31.44	32.23	33.01	33.85	34.67	35.50	36.42
	Appx. Bi-wkly	2,280.00	2,336.00	2,394.40	2,454.40	2,515.20	2,578.40	2,640.80	2,708.00	2,773.60	2,840.00	2,913.60
	Appx. Monthly	4,940.00	5,061.33	5,187.87	5,317.87	5,449.60	5,586.53	5,721.73	5,867.33	6,009.47	6,153.33	6,312.80
	Appx. Annual	59,280.00	60,736.00	62,254.40	63,814.40	65,395.20	67,038.40	68,660.80	70,408.00	72,113.60	73,840.00	75,753.60
66	Hourly	29.20	29.93	30.68	31.44	32.23	33.01	33.85	34.67	35.50	36.42	37.33
	Appx. Bi-wkly	2,336.00	2,394.40	2,454.40	2,515.20	2,578.40	2,640.80	2,708.00	2,773.60	2,840.00	2,913.60	2,986.40
	Appx. Monthly	5,061.33	5,187.87	5,317.87	5,449.60	5,586.53	5,721.73	5,867.33	6,009.47	6,153.33	6,312.80	6,470.53
	Appx. Annual	60,736.00	62,254.40	63,814.40	65,395.20	67,038.40	68,660.80	70,408.00	72,113.60	73,840.00	75,753.60	77,646.40
67	Hourly	29.93	30.68	31.44	32.23	33.01	33.85	34.67	35.50	36.42	37.33	38.25
	Appx. Bi-wkly	2,394.40	2,454.40	2,515.20	2,578.40	2,640.80	2,708.00	2,773.60	2,840.00	2,913.60	2,986.40	3,060.00
	Appx. Monthly	5,187.87	5,317.87	5,449.60	5,586.53	5,721.73	5,867.33	6,009.47	6,153.33	6,312.80	6,470.53	6,630.00
	Appx. Annual	62,254.40	63,814.40	65,395.20	67,038.40	68,660.80	70,408.00	72,113.60	73,840.00	75,753.60	77,646.40	79,560.00
68	Hourly	30.68	31.44	32.23	33.01	33.85	34.67	35.50	36.42	37.33	38.25	39.22
	Appx. Bi-wkly	2,454.40	2,515.20	2,578.40	2,640.80	2,708.00	2,773.60	2,840.00	2,913.60	2,986.40	3,060.00	3,137.60
	Appx. Monthly	5,317.87	5,449.60	5,586.53	5,721.73	5,867.33	6,009.47	6,153.33	6,312.80	6,470.53	6,630.00	6,798.13
	Appx. Annual	63,814.40	65,395.20	67,038.40	68,660.80	70,408.00	72,113.60	73,840.00	75,753.60	77,646.40	79,560.00	81,577.60
69	Hourly	31.44	32.23	33.01	33.85	34.67	35.50	36.42	37.33	38.25	39.22	40.21
	Appx. Bi-wkly	2,515.20	2,578.40	2,640.80	2,708.00	2,773.60	2,840.00	2,913.60	2,986.40	3,060.00	3,137.60	3,216.80
	Appx. Monthly	5,449.60	5,586.53	5,721.73	5,867.33	6,009.47	6,153.33	6,312.80	6,470.53	6,630.00	6,798.13	6,969.73

Ranges Eff. 07-10-2004	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
Appx. Annual	65,395.20	67,038.40	68,660.80	70,408.00	72,113.60	73,840.00	75,753.60	77,646.40	79,560.00	81,577.60	83,636.80

Ranges Eff. 07-10-2004		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
70	Hourly	32.23	33.01	33.85	34.67	35.50	36.42	37.33	38.25	39.22	40.21	41.23
	Appx. Bi-wkly	2,578.40	2,640.80	2,708.00	2,773.60	2,840.00	2,913.60	2,986.40	3,060.00	3,137.60	3,216.80	3,298.40
	Appx. Monthly	5,586.53	5,721.73	5,867.33	6,009.47	6,153.33	6,312.80	6,470.53	6,630.00	6,798.13	6,969.73	7,146.53
	Appx. Annual	67,038.40	68,660.80	70,408.00	72,113.60	73,840.00	75,753.60	77,646.40	79,560.00	81,577.60	83,636.80	85,758.40
71	Hourly	33.01	33.85	34.67	35.50	36.42	37.33	38.25	39.22	40.21	41.23	42.23
	Appx. Bi-wkly	2,640.80	2,708.00	2,773.60	2,840.00	2,913.60	2,986.40	3,060.00	3,137.60	3,216.80	3,298.40	3,378.40
	Appx. Monthly	5,721.73	5,867.33	6,009.47	6,153.33	6,312.80	6,470.53	6,630.00	6,798.13	6,969.73	7,146.53	7,319.87
	Appx. Annual	68,660.80	70,408.00	72,113.60	73,840.00	75,753.60	77,646.40	79,560.00	81,577.60	83,636.80	85,758.40	87,838.40
72	Hourly	33.85	34.67	35.50	36.42	37.33	38.25	39.22	40.21	41.23	42.23	43.28
	Appx. Bi-wkly	2,708.00	2,773.60	2,840.00	2,913.60	2,986.40	3,060.00	3,137.60	3,216.80	3,298.40	3,378.40	3,462.40
	Appx. Monthly	5,867.33	6,009.47	6,153.33	6,312.80	6,470.53	6,630.00	6,798.13	6,969.73	7,146.53	7,319.87	7,501.87
	Appx. Annual	70,408.00	72,113.60	73,840.00	75,753.60	77,646.40	79,560.00	81,577.60	83,636.80	85,758.40	87,838.40	90,022.40
73	Hourly	34.67	35.50	36.42	37.33	38.25	39.22	40.21	41.23	42.23	43.28	44.36
	Appx. Bi-wkly	2,773.60	2,840.00	2,913.60	2,986.40	3,060.00	3,137.60	3,216.80	3,298.40	3,378.40	3,462.40	3,548.80
	Appx. Monthly	6,009.47	6,153.33	6,312.80	6,470.53	6,630.00	6,798.13	6,969.73	7,146.53	7,319.87	7,501.87	7,689.07
	Appx. Annual	72,113.60	73,840.00	75,753.60	77,646.40	79,560.00	81,577.60	83,636.80	85,758.40	87,838.40	90,022.40	92,268.80
74	Hourly	35.50	36.42	37.33	38.25	39.22	40.21	41.23	42.23	43.28	44.36	45.47
	Appx. Bi-wkly	2,840.00	2,913.60	2,986.40	3,060.00	3,137.60	3,216.80	3,298.40	3,378.40	3,462.40	3,548.80	3,637.60
	Appx. Monthly	6,153.33	6,312.80	6,470.53	6,630.00	6,798.13	6,969.73	7,146.53	7,319.87	7,501.87	7,689.07	7,881.47
	Appx. Annual	73,840.00	75,753.60	77,646.40	79,560.00	81,577.60	83,636.80	85,758.40	87,838.40	90,022.40	92,268.80	94,577.60
75	Hourly	36.42	37.33	38.25	39.22	40.21	41.23	42.23	43.28	44.36	45.47	46.60
	Appx. Bi-wkly	2,913.60	2,986.40	3,060.00	3,137.60	3,216.80	3,298.40	3,378.40	3,462.40	3,548.80	3,637.60	3,728.00
	Appx. Monthly	6,312.80	6,470.53	6,630.00	6,798.13	6,969.73	7,146.53	7,319.87	7,501.87	7,689.07	7,881.47	8,077.33
	Appx. Annual	75,753.60	77,646.40	79,560.00	81,577.60	83,636.80	85,758.40	87,838.40	90,022.40	92,268.80	94,577.60	96,928.00
76	Hourly	37.33	38.25	39.22	40.21	41.23	42.23	43.28	44.36	45.47	46.60	47.77
	Appx. Bi-wkly	2,986.40	3,060.00	3,137.60	3,216.80	3,298.40	3,378.40	3,462.40	3,548.80	3,637.60	3,728.00	3,821.60
	Appx. Monthly	6,470.53	6,630.00	6,798.13	6,969.73	7,146.53	7,319.87	7,501.87	7,689.07	7,881.47	8,077.33	8,280.13
	Appx. Annual	77,646.40	79,560.00	81,577.60	83,636.80	85,758.40	87,838.40	90,022.40	92,268.80	94,577.60	96,928.00	99,361.60
77	Hourly	38.25	39.22	40.21	41.23	42.23	43.28	44.36	45.47	46.60	47.77	48.99
	Appx. Bi-wkly	3,060.00	3,137.60	3,216.80	3,298.40	3,378.40	3,462.40	3,548.80	3,637.60	3,728.00	3,821.60	3,919.20
	Appx. Monthly	6,630.00	6,798.13	6,969.73	7,146.53	7,319.87	7,501.87	7,689.07	7,881.47	8,077.33	8,280.13	8,491.60
	Appx. Annual	79,560.00	81,577.60	83,636.80	85,758.40	87,838.40	90,022.40	92,268.80	94,577.60	96,928.00	99,361.60	101,899.20
78	Hourly	39.22	40.21	41.23	42.23	43.28	44.36	45.47	46.60	47.77	48.99	50.18
	Appx. Bi-wkly	3,137.60	3,216.80	3,298.40	3,378.40	3,462.40	3,548.80	3,637.60	3,728.00	3,821.60	3,919.20	4,014.40
	Appx. Monthly	6,798.13	6,969.73	7,146.53	7,319.87	7,501.87	7,689.07	7,881.47	8,077.33	8,280.13	8,491.60	8,697.87
	Appx. Annual	81,577.60	83,636.80	85,758.40	87,838.40	90,022.40	92,268.80	94,577.60	96,928.00	99,361.60	101,899.20	104,374.40
79	Hourly	40.21	41.23	42.23	43.28	44.36	45.47	46.60	47.77	48.99	50.18	51.46
	Appx. Bi-wkly	3,216.80	3,298.40	3,378.40	3,462.40	3,548.80	3,637.60	3,728.00	3,821.60	3,919.20	4,014.40	4,116.80
	Appx. Monthly	6,969.73	7,146.53	7,319.87	7,501.87	7,689.07	7,881.47	8,077.33	8,280.13	8,491.60	8,697.87	8,919.73
	Appx. Annual	83,636.80	85,758.40	87,838.40	90,022.40	92,268.80	94,577.60	96,928.00	99,361.60	101,899.20	104,374.40	107,036.80
80	Hourly	41.23	42.23	43.28	44.36	45.47	46.60	47.77	48.99	50.18	51.46	52.75
	Appx. Bi-wkly	3,298.40	3,378.40	3,462.40	3,548.80	3,637.60	3,728.00	3,821.60	3,919.20	4,014.40	4,116.80	4,220.00
	Appx. Monthly	7,146.53	7,319.87	7,501.87	7,689.07	7,881.47	8,077.33	8,280.13	8,491.60	8,697.87	8,919.73	9,143.33
	Appx. Annual	85,758.40	87,838.40	90,022.40	92,268.80	94,577.60	96,928.00	99,361.60	101,899.20	104,374.40	107,036.80	109,720.00
81	Hourly	42.23	43.28	44.36	45.47	46.60	47.77	48.99	50.18	51.46	52.75	54.05
	Appx. Bi-wkly	3,378.40	3,462.40	3,548.80	3,637.60	3,728.00	3,821.60	3,919.20	4,014.40	4,116.80	4,220.00	4,324.00
	Appx. Monthly	7,319.87	7,501.87	7,689.07	7,881.47	8,077.33	8,280.13	8,491.60	8,697.87	8,919.73	9,143.33	9,368.67
	Appx. Annual	87,838.40	90,022.40	92,268.80	94,577.60	96,928.00	99,361.60	101,899.20	104,374.40	107,036.80	109,720.00	112,424.00
82	Hourly	43.28	44.36	45.47	46.60	47.77	48.99	50.18	51.46	52.75	54.05	55.41
	Appx. Bi-wkly	3,462.40	3,548.80	3,637.60	3,728.00	3,821.60	3,919.20	4,014.40	4,116.80	4,220.00	4,324.00	4,432.80
	Appx. Monthly	7,501.87	7,689.07	7,881.47	8,077.33	8,280.13	8,491.60	8,697.87	8,919.73	9,143.33	9,368.67	9,604.40
	Appx. Annual	90,022.40	92,268.80	94,577.60	96,928.00	99,361.60	101,899.20	104,374.40	107,036.80	109,720.00	112,424.00	115,252.80
83	Hourly	44.36	45.47	46.60	47.77	48.99	50.18	51.46	52.75	54.05	55.41	56.80
	Appx. Bi-wkly	3,548.80	3,637.60	3,728.00	3,821.60	3,919.20	4,014.40	4,116.80	4,220.00	4,324.00	4,432.80	4,544.00
	Appx. Monthly	7,689.07	7,881.47	8,077.33	8,280.13	8,491.60	8,697.87	8,919.73	9,143.33	9,368.67	9,604.40	9,845.33
	Appx. Annual	92,268.80	94,577.60	96,928.00	99,361.60	101,899.20	104,374.40	107,036.80	109,720.00	112,424.00	115,252.80	118,144.00
84	Hourly	45.47	46.60	47.77	48.99	50.18	51.46	52.75	54.05	55.41	56.80	58.21
	Appx. Bi-wkly	3,637.60	3,728.00	3,821.60	3,919.20	4,014.40	4,116.80	4,220.00	4,324.00	4,432.80	4,544.00	4,656.80
	Appx. Monthly	7,881.47	8,077.33	8,280.13	8,491.60	8,697.87	8,919.73	9,143.33	9,368.67	9,604.40	9,845.33	10,089.73
	Appx. Annual	94,577.60	96,928.00	99,361.60	101,899.20	104,374.40	107,036.80	109,720.00	112,424.00	115,252.80	118,144.00	121,076.80
85	Hourly	46.60	47.77	48.99	50.18	51.46	52.75	54.05	55.41	56.80	58.21	59.67
	Appx. Bi-wkly	3,728.00	3,821.60	3,919.20	4,014.40	4,116.80	4,220.00	4,324.00	4,432.80	4,544.00	4,656.80	4,773.60
	Appx. Monthly	8,077.33	8,280.13	8,491.60	8,697.87	8,919.73	9,143.33	9,368.67	9,604.40	9,845.33	10,089.73	10,342.80

Ranges Eff. 07-10-2004	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
Appx. Annual	96,928.00	99,361.60	101,899.20	104,374.40	107,036.80	109,720.00	112,424.00	115,252.80	118,144.00	121,076.80	124,113.60

Ranges Eff. 07-10-2004		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
86	Hourly	47.77	48.99	50.18	51.46	52.75	54.05	55.41	56.80	58.21	59.67	61.15
	Appx. Bi-wkly	3,821.60	3,919.20	4,014.40	4,116.80	4,220.00	4,324.00	4,432.80	4,544.00	4,656.80	4,773.60	4,892.00
	Appx. Monthly	8,280.13	8,491.60	8,697.87	8,919.73	9,143.33	9,368.67	9,604.40	9,845.33	10,089.73	10,342.80	10,599.33
	Appx. Annual	99,361.60	101,899.20	104,374.40	107,036.80	109,720.00	112,424.00	115,252.80	118,144.00	121,076.80	124,113.60	127,192.00
87	Hourly	48.99	50.18	51.46	52.75	54.05	55.41	56.80	58.21	59.67	61.15	62.69
	Appx. Bi-wkly	3,919.20	4,014.40	4,116.80	4,220.00	4,324.00	4,432.80	4,544.00	4,656.80	4,773.60	4,892.00	5,015.20
	Appx. Monthly	8,491.60	8,697.87	8,919.73	9,143.33	9,368.67	9,604.40	9,845.33	10,089.73	10,342.80	10,599.33	10,866.27
	Appx. Annual	101,899.20	104,374.40	107,036.80	109,720.00	112,424.00	115,252.80	118,144.00	121,076.80	124,113.60	127,192.00	130,395.20
88	Hourly	50.18	51.46	52.75	54.05	55.41	56.80	58.21	59.67	61.15	62.69	64.25
	Appx. Bi-wkly	4,014.40	4,116.80	4,220.00	4,324.00	4,432.80	4,544.00	4,656.80	4,773.60	4,892.00	5,015.20	5,140.00
	Appx. Monthly	8,697.87	8,919.73	9,143.33	9,368.67	9,604.40	9,845.33	10,089.73	10,342.80	10,599.33	10,866.27	11,136.67
	Appx. Annual	104,374.40	107,036.80	109,720.00	112,424.00	115,252.80	118,144.00	121,076.80	124,113.60	127,192.00	130,395.20	133,640.00
89	Hourly	51.46	52.75	54.05	55.41	56.80	58.21	59.67	61.15	62.69	64.25	65.85
	Appx. Bi-wkly	4,116.80	4,220.00	4,324.00	4,432.80	4,544.00	4,656.80	4,773.60	4,892.00	5,015.20	5,140.00	5,268.00
	Appx. Monthly	8,919.73	9,143.33	9,368.67	9,604.40	9,845.33	10,089.73	10,342.80	10,599.33	10,866.27	11,136.67	11,414.00
	Appx. Annual	107,036.80	109,720.00	112,424.00	115,252.80	118,144.00	121,076.80	124,113.60	127,192.00	130,395.20	133,640.00	136,968.00
90	Hourly	52.75	54.05	55.41	56.80	58.21	59.67	61.15	62.69	64.25	65.85	67.51
	Appx. Bi-wkly	4,220.00	4,324.00	4,432.80	4,544.00	4,656.80	4,773.60	4,892.00	5,015.20	5,140.00	5,268.00	5,400.80
	Appx. Monthly	9,143.33	9,368.67	9,604.40	9,845.33	10,089.73	10,342.80	10,599.33	10,866.27	11,136.67	11,414.00	11,701.73
	Appx. Annual	109,720.00	112,424.00	115,252.80	118,144.00	121,076.80	124,113.60	127,192.00	130,395.20	133,640.00	136,968.00	140,420.80
91	Hourly	54.05	55.41	56.80	58.21	59.67	61.15	62.69	64.25	65.85	67.51	69.20
	Appx. Bi-wkly	4,324.00	4,432.80	4,544.00	4,656.80	4,773.60	4,892.00	5,015.20	5,140.00	5,268.00	5,400.80	5,536.00
	Appx. Monthly	9,368.67	9,604.40	9,845.33	10,089.73	10,342.80	10,599.33	10,866.27	11,136.67	11,414.00	11,701.73	11,994.67
	Appx. Annual	112,424.00	115,252.80	118,144.00	121,076.80	124,113.60	127,192.00	130,395.20	133,640.00	136,968.00	140,420.80	143,936.00
92	Hourly	55.41	56.80	58.21	59.67	61.15	62.69	64.25	65.85	67.51	69.20	70.93
	Appx. Bi-wkly	4,432.80	4,544.00	4,656.80	4,773.60	4,892.00	5,015.20	5,140.00	5,268.00	5,400.80	5,536.00	5,674.40
	Appx. Monthly	9,604.40	9,845.33	10,089.73	10,342.80	10,599.33	10,866.27	11,136.67	11,414.00	11,701.73	11,994.67	12,294.53
	Appx. Annual	115,252.80	118,144.00	121,076.80	124,113.60	127,192.00	130,395.20	133,640.00	136,968.00	140,420.80	143,936.00	147,534.40
93	Hourly	56.80	58.21	59.67	61.15	62.69	64.25	65.85	67.51	69.20	70.93	72.70
	Appx. Bi-wkly	4,544.00	4,656.80	4,773.60	4,892.00	5,015.20	5,140.00	5,268.00	5,400.80	5,536.00	5,674.40	5,816.00
	Appx. Monthly	9,845.33	10,089.73	10,342.80	10,599.33	10,866.27	11,136.67	11,414.00	11,701.73	11,994.67	12,294.53	12,601.33
	Appx. Annual	118,144.00	121,076.80	124,113.60	127,192.00	130,395.20	133,640.00	136,968.00	140,420.80	143,936.00	147,534.40	151,216.00
94	Hourly	58.21	59.67	61.15	62.69	64.25	65.85	67.51	69.20	70.93	72.70	74.51
	Appx. Bi-wkly	4,656.80	4,773.60	4,892.00	5,015.20	5,140.00	5,268.00	5,400.80	5,536.00	5,674.40	5,816.00	5,960.80
	Appx. Monthly	10,089.73	10,342.80	10,599.33	10,866.27	11,136.67	11,414.00	11,701.73	11,994.67	12,294.53	12,601.33	12,915.07
	Appx. Annual	121,076.80	124,113.60	127,192.00	130,395.20	133,640.00	136,968.00	140,420.80	143,936.00	147,534.40	151,216.00	154,980.80
95	Hourly	59.67	61.15	62.69	64.25	65.85	67.51	69.20	70.93	72.70	74.51	76.37
	Appx. Bi-wkly	4,773.60	4,892.00	5,015.20	5,140.00	5,268.00	5,400.80	5,536.00	5,674.40	5,816.00	5,960.80	6,109.60
	Appx. Monthly	10,342.80	10,599.33	10,866.27	11,136.67	11,414.00	11,701.73	11,994.67	12,294.53	12,601.33	12,915.07	13,237.47
	Appx. Annual	124,113.60	127,192.00	130,395.20	133,640.00	136,968.00	140,420.80	143,936.00	147,534.40	151,216.00	154,980.80	158,849.60
96	Hourly	61.15	62.69	64.25	65.85	67.51	69.20	70.93	72.70	74.51	76.37	78.27
	Appx. Bi-wkly	4,892.00	5,015.20	5,140.00	5,268.00	5,400.80	5,536.00	5,674.40	5,816.00	5,960.80	6,109.60	6,261.60
	Appx. Monthly	10,599.33	10,866.27	11,136.67	11,414.00	11,701.73	11,994.67	12,294.53	12,601.33	12,915.07	13,237.47	13,566.80
	Appx. Annual	127,192.00	130,395.20	133,640.00	136,968.00	140,420.80	143,936.00	147,534.40	151,216.00	154,980.80	158,849.60	162,801.60
97	Hourly	62.69	64.25	65.85	67.51	69.20	70.93	72.70	74.51	76.37	78.27	80.24
	Appx. Bi-wkly	5,015.20	5,140.00	5,268.00	5,400.80	5,536.00	5,674.40	5,816.00	5,960.80	6,109.60	6,261.60	6,419.20
	Appx. Monthly	10,866.27	11,136.67	11,414.00	11,701.73	11,994.67	12,294.53	12,601.33	12,915.07	13,237.47	13,566.80	13,908.27
	Appx. Annual	130,395.20	133,640.00	136,968.00	140,420.80	143,936.00	147,534.40	151,216.00	154,980.80	158,849.60	162,801.60	166,899.20
98	Hourly	64.25	65.85	67.51	69.20	70.93	72.70	74.51	76.37	78.27	80.24	82.26
	Appx. Bi-wkly	5,140.00	5,268.00	5,400.80	5,536.00	5,674.40	5,816.00	5,960.80	6,109.60	6,261.60	6,419.20	6,580.80
	Appx. Monthly	11,136.67	11,414.00	11,701.73	11,994.67	12,294.53	12,601.33	12,915.07	13,237.47	13,566.80	13,908.27	14,258.40
	Appx. Annual	133,640.00	136,968.00	140,420.80	143,936.00	147,534.40	151,216.00	154,980.80	158,849.60	162,801.60	166,899.20	171,100.80
99	Hourly	65.85	67.51	69.20	70.93	72.70	74.51	76.37	78.27	80.24	82.26	84.30
	Appx. Bi-wkly	5,268.00	5,400.80	5,536.00	5,674.40	5,816.00	5,960.80	6,109.60	6,261.60	6,419.20	6,580.80	6,744.00
	Appx. Monthly	11,414.00	11,701.73	11,994.67	12,294.53	12,601.33	12,915.07	13,237.47	13,566.80	13,908.27	14,258.40	14,612.00
	Appx. Annual	136,968.00	140,420.80	143,936.00	147,534.40	151,216.00	154,980.80	158,849.60	162,801.60	166,899.20	171,100.80	175,344.00